

The University of Texas at Tyler EdD in School Improvement Milestones Agreement Form

This form is provided for the purpose of informing students about the academic milestones that they will be expected to reach in order to earn their EdD degree as well as when they are expected to complete these milestones. Students are expected to reach each milestone within the specified time period in order to make satisfactory progress through the program. Students who are not making satisfactory progress may lose funding, be placed on academic probation, or be dismissed from the program.

Academic Advising

Upon entering the EdD in School Improvement program, all students will be assigned an initial advisor. The initial advisor is one of the two program directors. During the first year in the program, an advisor is assigned by the program director based on the students anticipated program of research and faculty expertise. The advisors will be members of the program department.

Academic advising includes the following elements that are designed to ensure that students remain in good academic standing and make satisfactory progress through the program. Advisors are responsible for the following:

- Ensuring that reviews between student and advisor occur every semester. The results of this review will be included in the program's annual doctoral progress report.
- Ensure the student is following the degree plan and registering for courses in the correct order.
- Reviewing the student's Degree Plan to determine if the student is making progress consistent with the expectations of the program and reaching milestones according to the timeline provided on this form; working with the Doctoral Studies Committee and student to determine if modifications are necessary.
- Clarifying the timetable for completing any remaining course requirements, examinations, and other requirements
- Providing the student with assistance in understanding the requirements for successful completion of dissertation.
- Providing the student with assistance in assembling a dissertation committee.
- Providing the student with experiences and information that will optimize the student's career opportunities and success.

Requirements for all Students in the EdD in School Improvement Program Milestone	Expected Time of Achievement
Review of student's progress with advisor	At least every summer but more frequently if needed
Participate in the Annual Summer Workshops	Every summer
Successful completion of six 1-credit dissertation courses	Every semester starting in the second semester of the program.
IRB approval	By the end of the first year in the program
Coursework successfully completed	Within three years of beginning program
Dissertation Committee appointed and approved by Graduate School	By the beginning of the second year in the program
Successful proposal oral defense (Summer after 2 nd year)	Following successful completion of research and dissertation courses (within three years of beginning program)
Student admitted to doctoral candidacy	Following successful completion of the oral defense (within four years of beginning program)
Dissertation proposal completed and approved	Within one year of entering candidacy
Dissertation completed, successfully defended, and approved by Committee	Within one year of dissertation proposal approval
Student completes and files all paperwork required for graduation	Semester prior to graduation
Dissertation accepted by Graduate School	Within three months of successful final defense
Exit interview completed and submitted to Survey of Earned Doctorates (SED)	Prior to graduation

