Department Resources – Instructional & Laboratory Services – Graduate Students: Grad Student Good Standing & Awards

RESIDENCY REQUIREMENTS: The Department of Chemistry requires that all entering graduate students who are U.S. citizens or permanent resident aliens must, upon arrival, initiate procedures to become eligible to apply for Washington State residency status. These steps include:

- Obtaining a Washington State driver's license or ID card
- Registering to vote in the State of Washington (not applicable for resident aliens)
- Establishing a bank account in the State of Washington
- Registering a vehicle (if any) in the State of Washington

During the fourth quarter of study, students must apply for state residency status. For more information, visit [http://www.washington.edu/students/reg/residency.html](http://www.washington.edu/students/reg/residency.html)

STUDENT PERFORMANCE AND PROGRESS: The progress of each student is evaluated quarterly by the Graduate Good Standing Committee using the following Elements of Graduate Good Standing:

<table>
<thead>
<tr>
<th>Elements of Good Standing – General Accountability</th>
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<tr>
<td>Maintain minimum quarterly and cumulative GPA of 3.0</td>
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<td>Maintain CPR/First Aid biennial certification</td>
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<td>Discharge TA duties in a satisfactory manner</td>
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<tr>
<th>Elements of Good Standing – Degree Progress</th>
<th>To be completed by the end of: ¹</th>
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<tr>
<td>Be formally accepted by research group</td>
<td>Winter Quarter of 1st year (after 2 quarters of study)</td>
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<tr>
<td>Complete Second-Year Requirements</td>
<td>Spring Quarter of 2nd year (after 7 quarters of study ²)</td>
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<tr>
<td>Set up formal supervisory committee</td>
<td>Autumn Quarter of 3rd year (after 9 quarters of study ²)</td>
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<tr>
<td>Complete General Examination</td>
<td>Spring Quarter of 3rd year (after 11 quarters of study ²)</td>
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<tr>
<td>Complete Final Examination</td>
<td>Spring Quarter of 5th year (after 20 quarters of study ²)</td>
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¹ If student entered in Autumn Quarter. Winter or Spring quarter admits will be assessed by quarters of study.
² Including Summer Quarters.

FAILURE (without notice to the Graduate Good Standing Committee of extenuating circumstances) to maintain any of the Elements of General Accountability and/or to complete the Elements of Degree Progress by the deadlines given may result in:

1. Warning from the Committee
2. Formal Warning to the Graduate School
3. Probation by the Graduate School
4. Final Probation by the Graduate School
5. Drop from program.

SELECTIONS FOR FELLOWSHIPS: Departmental fellowships will be awarded as available. Selection of awardees from among current students will be made by the Graduate Good Standing Committee. The Associate Chair for Graduate Studies, in consultation with the Graduate Recruiting Committee, will select awardees from the group of incoming graduate students.

SELECTIONS FOR OUTSTANDING TEACHING ASSISTANT AWARDS will be made by the Graduate Studies Committee from nominations by students and from teaching evaluation records.

PRE-DOCTORAL INSTRUCTOR APPOINTMENTS: Minimum eligibility requirements are Ph.D. Candidacy status and satisfactory standing. Selections will be made by the Chair based on TA performance, evaluation of the academic record, and written recommendations by the research supervisor and/or one or more members of the faculty.

REQUIREMENTS FOR THE Ph.D. DEGREE

GRADUATE SCHOOL RESIDENCY REQUIREMENTS: 90 credits, 60 of which must be earned at the University of Washington.

COURSES
Departmental Requirements:

- 27 credits in courses (at 400 level or above), including a minimum of 18 credits with grades of 2.7 or higher and an average of 3.0 or higher in graded courses.
- Seminars (Chem 590, 591, 592, 593, 595), Candidacy Study (Chem 581, 582, 583, 585), and Research courses (Chem 600, 700, 800) do not count as graded credits.
- Three approved graded courses (totaling 9 or more credit hours) outside the area of specialization list in Chemistry, Mathematics, or other Natural Sciences are required.
- In Autumn, Winter, and Spring Quarters, each graduate student must register for the department seminar (Chem 590) and the division seminar in his or her area of research (Chem 591, 592, 593, 595).
- Candidacy Study (Chem 581, 582, 583, 585): The student registers during his/her second year on a credit/no credit basis. These courses culminate in the Second-Year Examination.

Graduate School Requirements:

- At least eighteen credits presented for the degree, including research, must be at the 500 level or above. Credit in Chem 800 is never less than 27 credits over a period of at least 3 quarters.
- Registration in Chem 800 is only for those with candidacy status. To gain credit for research before then, Ph.D. students register for Chem 600. Chem 700 is used only by students pursuing a Master's with thesis.

PRE-CANDIDACY (I.E., SECOND-YEAR) REQUIREMENTS: Written reports, research proposals, and oral examinations, as required, must be satisfied as specified by the faculty of the area. Students receive full details on requirements at the end of the first year of study. It is expected that pre-candidacy requirements will be met by the end of the 7th quarter of study (including Summer Quarter).

GRADE POINT AVERAGE: 3.0 cumulative or better.

FOREIGN LANGUAGE REQUIREMENT: None
GENERAL EXAMINATION: Students are expected to take the General Examination no later than the 11th quarter of study (including summer). Following completion of previously mentioned requirements, plus substantial progress in thesis research, a Request for General Examination may be submitted by the student. The Request must be submitted to the Graduate Program Coordinator at least 3 weeks prior to the date chosen for the Exam so that the appropriate paperwork may be sent to the Graduate School.

Passing of the General Exam admits the student to Candidacy for the Ph.D. If a second exam is required, it is to be taken within 6 months from the date of the first exam.

SUPERVISORY COMMITTEE: A Supervisory Committee is required for the General Examination and must be appointed formally through the Graduate School. The Supervisory Committee should be selected no later than the student’s 9th quarter of study (including summer). The Chair of the Supervisory Committee is the student's research advisor. Three other members of the Chemistry Faculty are selected, one of whom is not in the same area of research. A fifth member from outside the Department is assigned by the Graduate School as a Graduate School Representative (GSR). The chair of the committee and two to three other members from the Chemistry faculty serve as the Reading Committee.

DISSERTATION SUBMISSION

THE READING COMMITTEE is charged with reporting on the distinctive aspects of the Candidate's research, including the methods used and the results. It should also satisfy itself that the dissertation makes a significant contribution to knowledge and is an acceptable piece of scholarly writing.

TIME OF SUBMISSION: The student must submit a near-final draft of the dissertation to the Reading Committee at least 5 weeks prior to the desired date of defense. Once the Committee has determined that the Candidate is prepared to defend, the student may arrange a date for the Final Examination. Signatures of the Reading Committee member on the Request for Final Examination form testify that, except for minor alterations, the dissertation is ready for final defense.

FORMAT: The format of the dissertation must meet Graduate School requirements in effect at the time of graduation. For information and templates, visit http://www.grad.washington.edu/students/etd/format-guidelines/index.shtml

FINAL EXAMINATION: The Final Examination is normally completed by the end of Spring Quarter of the student’s 5th year of study. The Final Examination has two components. The first is a seminar by the candidate, describing his/her research work. The seminar, which is open to the public, is followed by a discussion between the candidate and his/her supervisory committee. Students must inform the Graduate Program Coordinator in Bagley 109D at least 3 weeks in advance of the Final Exam so that the appropriate paperwork can be sent to the Graduate School.

TEN-YEAR LIMIT. As required by the Graduate School, all work must be completed within a total elapsed time of ten calendar years. All requirements in effect at the time the degree is granted must be met. In special circumstances, a petition to the current Dean of the Graduate School for an extension is possible.