

APPENDIX B2: 96-Hour PhD Requirements and Program Benchmark Worksheet—Nonthesis Option (Students entering program prior to Fall 2022)

Student's Name _____

Semester and year of admission to the graduate program: _____

Use this worksheet if:

- You are on the 96-credit-hour program (entered without a recent M.A. or M.S. in Sociology).
- If you are on the 64-credit-hour program, please use the worksheet found in Appendix B3.

Please keep in mind the following guidelines:

- No more than 15-credit hours of out-of-department courses can be counted towards the PhD program (out of all of the 96-credit hours).
- Theory courses (SOCI 611 and 615) and methods courses (SOCI 623, 631, and 624 or 604) should be completed during the first two years in the program.
- No more than 6 credit hours of Directed Studies (SOCI 685) can count for the 96-hour program.
- Starting in Fall 2022, SOCI 680 shifted from being a three-credit to one-credit class. The current worksheet is written with the assumption that you received three credits for SOCI 680 (prior to Fall 2022).

DEGREE REQUIREMENTS

PART 1: MASTER'S COURSEWORK (MUST TOTAL 32 HOURS)

Note: Enter N/A if you have been formally exempted from taking a required course. Formal exemption requires a memo signed by the Graduate Advisor and Department Head. If exempt, you should, instead, take another elective course.

Theory Courses (6 hours)

SOCI 611: Classical Sociological Theory

Semester completed _____

SOCI 615: Contemporary Sociology Theory

Semester completed _____

Methods Courses (9 hours)

SOCI 623: Measurement of Sociological Parameters

Semester completed _____

SOCI 631: Seminar in Sociological Research (Quantitative)

Semester completed _____

SOCI 624: Qualitative Methodology

Semester completed _____

or SOCI 604: Comparative Historical Methods

Professional Development Courses (3 hours)

SOCI 680: Teaching Undergraduate Sociology Semester completed _____
SOCI 681: Professional Seminar in Sociology (0 hours) Semester completed _____

Master’s Elective Courses (14 hours)

Six hours should be Directed Studies (685). Six hours should be out-of-department courses.

Elective #1: _____ Semester completed _____
Elective #2: _____ Semester completed _____
Elective #3: _____ Semester completed _____
Elective #4: _____ Semester completed _____
Additional elective (if needed) _____ Semester completed _____

Name of Master’s Committee Chair: _____

Master’s Committee Member’s (minimum 2 members, 1 outside department):

Master’s Program Plan Approved Semester completed _____
Master’s Oral Examination Completed Semester completed _____

Note: If you take the non-thesis option and take a terminal Master’s, you end your courses here. If, on the other hand, you decide to go onto the Ph.D., you must also take the courses noted below. If you want to go into an academic or academic-adjacent career, we highly encourage you to do the Master’s thesis or paper option instead of this non-thesis option.
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PART 2: PH.D. REQUIRED COURSEWORK (MUST TOTAL 64 HOURS)

Major Area Coursework Name _____ **(12 hours)**
Course #1 _____ Semester completed _____
Course #2 _____ Semester completed _____
Course #3 _____ Semester completed _____
Course #4 _____ Semester completed _____

Minor Area Coursework Name _____ **(9 hours)**
Course #1 _____ Semester completed _____
Course #2 _____ Semester completed _____
Course #3 _____ Semester completed _____

Publishing Course (3 hours)

SOCI 682 Grant Writing for the Social Sciences Semester completed _____
OR
SOCI 683 Professional Writing and Publication Semester completed _____

Doctoral Elective Courses (0-22 hours)

Semester completed _____
Semester completed _____
Semester completed _____
Semester completed _____
Semester completed _____
Semester completed _____
Semester completed _____
Semester completed _____

Doctoral Research Hours (18-40 hours)

Semester completed _____
Semester completed _____
Semester completed _____
Semester completed _____
Semester completed _____
Semester completed _____
Semester completed _____
Semester completed _____
Semester completed _____
Semester completed _____
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Semester completed _____
Semester completed _____
Semester completed _____
Semester completed _____

Name of Ph.D. Committee Chair: _____

Ph.D. Committee Members (minimum 3 members, 1 outside department):

Ph.D. Degree Program Plan Approved	Semester completed _____
Completion of Preliminary Examinations	Semester completed _____
Completion of Dissertation Proposal	Semester completed _____
Completion of Dissertation	Semester completed _____

PROGRAM BENCHMARKS

YEAR #1

Fall semester

Complete following required coursework:

- SOCI 600: Introduction to Sociological Data Analysis
- SOCI 611: Classical Sociological Theory
- SOCI 623: Measurement of Sociological Parameters
- SOCI 681: Professional Seminar in Sociology

Spring semester

Complete the following coursework:

- SOCI 615: Contemporary Sociology Theory
- SOCI 631: Seminar in Sociological Research (Quantitative)
- SOCI 681: Professional Seminar in Sociology
- SOCI 691: Research Hours

Complete a minimum of four required theory and/or methods courses

Select advisor and major

Work on Master's paper or thesis

NOTE: Theory courses (SOCI 611 and SOCI 615) and methods courses (SOCI 600 and SOCI 631) may be taken either in Year #1 or Year #2, but they must be taken in sequence within the same academic year.

YEAR #2

During Year #2, you should complete the following required courses:

- SOCI 631: Seminar in Sociological Research (Quantitative)
- SOCI 624: Qualitative Methodology or SOCI 604: Comparative Historical Methods
- SOCI 680: Teaching Undergraduate Sociology (1 hour)

Fall semester

Select committee members

Submit Degree Plan of Study with Graduate and Professional School

Spring semester

Complete Master's paper or thesis

Start submitting to conferences

YEAR #3

By the end of Year #3, you should have:

- Completed your coursework for your major and minor
- Met with committee to plan PhD Preliminary Examination
- Presented a paper at a conference (e.g., regional, national, specialty) or a department brown bag
- Completed a teaching workshop or similar teaching activity. This may include workshops available on campus.

YEAR #4

By the end of Year #4, you should have:

- Submitted a single-authored article or two co-authored articles to peer-reviewed sociology journal(s).
- Attended teaching activities at a professional conference or guest lecture in a faculty member's class.

Fall semester

- Complete preliminary examination

Spring semester

- Defend dissertation proposal

YEAR #5

By the end of Year #5, you should have:

- Published a single-authored article or two co-authored articles in peer-reviewed sociology journal(s)
- Taught a sociology course at a college or university.

Fall semester

- Prepare to enter the job market
- Prepare material for job applications
- Prepare research job talk
- Practice research job talk

Spring semester

- Complete dissertation
- Schedule final examination
- Submit dissertation to Graduate & Professional School

Spring semester

- Defend dissertation proposal