



COLLEGE OF  
**EDUCATION AND  
HUMAN SCIENCES**

# GRADUATE HANDBOOK

## Doctor of Philosophy in Education

***Option Areas:***

Language, Literacy and Culture

Learning, Design and Technology

Mathematics Education

Professional Education Studies

Science Education

Special Education

Social Foundations of Education

## Table of Contents

<b>GRADUATE HANDBOOK .....</b>	<b>1</b>
<b>DOCTOR OF PHILOSOPHY IN EDUCATION .....</b>	<b>1</b>
<b>INTRODUCTION.....</b>	<b>4</b>
<b>ADMISSION INFORMATION .....</b>	<b>ERROR! BOOKMARK NOT DEFINED.</b>
<b>SCHOLARSHIPS AND FINANCIAL AID.....</b>	<b>5</b>
<b>PROGRAM COMPONENTS.....</b>	<b>6</b>
<b>PROGRESS THROUGH THE DEGREE PROGRAM .....</b>	<b>6</b>
Getting started in the Program.....	6
Assignment of Temporary Advisor.....	6
Non-Degree Seeking Students .....	7
Continuous Enrollment Requirements .....	7
Leave of Absence Provisions .....	7
Doctoral Forms.....	7
Doctoral Advisory Committee .....	8
Committee Roles.....	8
Plan of Study Meeting .....	8
Annual Review Process .....	9
Doctoral Qualifying Examinations .....	9
Doctoral Oral Defense Examinations .....	9
Reporting Results of Qualifying Examinations.....	9
Revisions in Doctoral Advisory Committee Membership .....	10
<b>COMPLETING THE DISSERTATION .....</b>	<b>10</b>
Dissertation Proposal Hearings .....	10

<b>Admission to Doctoral Candidacy .....</b>	<b>11</b>
Doctoral Dissertation Defense .....	11
<b>Graduate College Style Manual .....</b>	<b>11</b>
<b>Graduation Checklist for Doctoral Level Students<sup>1</sup> .....</b>	<b>12</b>
<b>ACADEMIC INTEGRITY .....</b>	<b>12</b>
Responsible Conduct of Research (RCR).....	13
Institutional Review Board (IRB).....	13
<b>PHD IN EDUCATION FACULTY DIRECTORY .....</b>	<b>14</b>
<b>APPENDICES .....</b>	<b>14</b>
<b>Appendix A: Ph.D. in Education At-A-Glance .....</b>	<b>15</b>
<b>Appendix B: Examples of Cognate Areas of Study.....</b>	<b>16</b>
Online Teaching Program: Learning, Design and Technology.....	16
Literacy Education Program: Reading/Literacy .....	16
Learning, Design and Technology Program: (formerly Educational Technology).....	16
Media Studies: Social Foundations/Curriculum Studies/Educational Technology .....	17
Gender Issues Program: Social Foundations .....	17
International Studies of Education Program: Social Foundations and Higher Education/Student Affairs .....	17
Qualitative Inquiry Program: Social Foundations.....	18
Socio-cultural Foundations of Education Program: Social Foundations and Literacy .....	18
Philosophy of Education Program: Social Foundations and Philosophy .....	18
History of Education Program: Social Foundations.....	18
<b>Appendix C: Plan of Study Planning Guide .....</b>	<b>19</b>

## Introduction

The College of Education and Human Sciences houses the PhD in Education of which there are several options. These options cross both the *School of Teaching, Learning & Educational Sciences (STLES)* and the *School of Educational Foundations, Leadership & Aviation (SEFLA)* in the organizational structure of the College of Education and Human Sciences. While most of the information in this handbook applies to all options within the PhD in Education, some policies differ between options. This handbook will note areas where you need to refer to your program for guidance on option- specific policies and procedures.

The PhD in Education program is designed to prepare future scholars and leaders in the field of education. A PhD program requires that you take ownership of your own learning. The faculty is here to assist and guide you, but it is important that you take responsibility for both your own personal learning and your progress through the program. In order to assist you, this handbook is intended to provide an overview of the requirements of the program and the resources available.

The objectives of the Ph.D. in Education include the following:

1. Students will demonstrate the ability to use research knowledge in making educational decisions and to use research skills necessary for the creation and dissemination of new knowledge.
2. Students should demonstrate an advanced understanding of the social, psychological, cultural, moral and ethical dimensions of teaching and learning.
3. Students should demonstrate an understanding of the pedagogical implications of diversity and individual differences.
4. Students should demonstrate sensitivity to the impact of technology on education, and competency in the use of technology to enhance research and instruction.
5. Students should demonstrate the ability to act as proactive agents who have the knowledge and leadership skills for needed improvement, change and transformation in educational settings.

## Admission Information

To apply for admission to the PhD in Education program, complete an online application to OSU Graduate College, [Application](#). Indicate your preference for the PhD in Education and choose a program option. Next, submit the following materials online for review by an admissions committee:

- Transcripts indicating completion of a master's degree program
- Statement of professional goals and objectives including how the degree supports your goals/interests
- Three (3) letters of recommendation from former academic advisors/instructors verifying the quality of your work as a graduate student
- Scholarly writing samples demonstrating analytical and research ability, such as thesis, creative component, report, published article, curriculum documents, etc.
- Current (within past five years) official score on either the Graduate Record Exam or the Millers Analogies Test.
  - [University Testing & Evaluation Service](#) 405-744-5958

A personal interview may be required as part of the admissions process, depending on the program option area.

### Admission Deadlines

September 15

January 15

Spring Admission

Summer or Fall Admission

## Scholarships and Financial Aid

### Scholarships

There are numerous scholarships available for which graduate students can apply. For information about College of Education and Human Science, call 405-744-3646 and visit [College of Education and Human Sciences Scholarships](#).

### Assistantships

Graduate students may apply for teaching and research assistantships for half time (20 hours/week). For information about graduate assistantships, contact the program coordinator for your desired option.

### Financial Aid

The university [Office of Financial Aid and Scholarships](#) can assist with student loans and additional scholarship opportunities. 405-744-6604.

## Program Components

### Coursework

Core Courses	9 hours
CIED 6503 and SCFD 6113 must be taken during the first or second semester. SCFD 6983 should be taken following completion of SCFD 6113.	
Research Courses	12 hours
REMS 5013 and REMS 5953 are both considered levelling courses and cannot count on the plan of study for a Ph.D. in Education. Only one of the four research courses on the plan of study may be at the 5000 level.	
Specialization Courses (within your option area)	24 hours
Cognate Courses (outside of your option area)	9 hours
Dissertation	15 hours

## Progress through the Degree Program

This section highlights important steps to take after admission and during the early coursework semesters of your program.

### Getting started in the Program

You will be informed of your admission via letter. Upon acceptance, you will be assigned a temporary advisor. Contact your temporary advisor for an initial conversation about your degree plan. Newly admitted students have an automatic “advising hold” that needs to be lifted before you can register for your first semester of courses, and your temporary advisor will lift the hold after your initial meeting or phone conversation.

Resources for Degree Requirements and University Policies

- [University Catalog](#)
- [Registration and Course Information](#)
- [Graduate College](#)

### Assignment of Temporary Advisor

The admissions review process takes several weeks. The Graduate College will send you an admissions letter with the admissions committee recommendation and the name of your temporary advisor. Contact your temporary advisor to discuss enrollment, formation of an advisory committee, and the required formal Plan of Study. As delineated in the OSU Catalog, the temporary advisor will remove the enrollment hold and guide you in the selection of courses for the first semester or summer session.

Additionally, your temporary advisor will explain the process of forming an Advisory Committee, which may or may not include the temporary advisor.

As you progress through your coursework and interact with faculty, you will discover more about your own research interests and which faculty members can best support you in your program. The faculty understands that your temporary advisor may or may not be the best match for you in the long run. You should feel free to discuss the composition of your committee, including your choice for advisor and committee chair, with your temporary advisor. Changes in advisor and/or committee membership are initiated through a Committee Change Form.

### **Non-Degree Seeking Students**

Once admitted to the OSU Graduate College, you may take up to 9 hours as a non-degree seeking student that may count toward degree requirements before being admitted to a degree program. If you have been admitted as a non-degree seeking student, you must apply to the degree option of your choice in order to be admitted into a degree program.

### **Continuous Enrollment Requirements**

The Graduate College requires that doctoral students maintain continuous enrollment throughout the degree program. The specific requirements for continuous enrollment and progress to degree can be found on the Graduate College website at [Enrollment Guidelines](#).

### **Leave of Absence Provisions**

If you are unable to maintain continuous enrollment, you should consider requesting a Leave of Absence. The Graduate College policies on Leave of Absence can be found at <https://gradcollege.okstate.edu/resources/leave-of-absence-policy.html>. Approval of a student Leave of Absence from the PhD in Education is contingent upon good academic standing as defined by the Graduate College. In order to be reinstated at the end of the Leave of Absence, you must meet the admissions criteria in place at the time of your initial admission to the program. In addition, you must meet the conditions set forth by your graduate advisory committee (or academic advisor in the case that the committee has not yet been formed) as indicated in the letter from the committee/advisor that must be attached to the Leave of Absence Request Form. Students whose military orders call for deployment are automatically approved for a leave of absence for the duration of their deployment. Students with military orders that prevent them from continuous enrollment do not need Leave of Absence approval but do need to notify their academic advisor/advisory committee members. Their Leave of Absence will not be counted toward their time-to-degree limits.

### **Doctoral Forms**

Each milestone in the graduate program requires a specific form to notify the Graduate College of your progress. While these forms must be signed by your advisor and/or advisory committee, you will be the one to begin the process by completing the form and routing it as needed. The OSU Graduate College's [Current Student Resources](#) webpage contains resources to the most current versions of the required doctoral forms, including the *Plan of Study*, *Admission to Doctoral Candidacy*, *Oral Defense Form* and others. It is your responsibility to initiate and follow through on these processes and assure that these forms are appropriately completed and submitted to the Graduate College in a timely manner.

## **Doctoral Advisory Committee**

The Doctoral Advisory Committee serves to assist you in planning the most appropriate course work and related program experiences. The Doctoral Advisory Committee should be composed of at least four faculty members who hold Graduate Faculty membership. Your temporary advisor will help you identify the committee chair and committee members, all of whom must be full members of the Graduate Faculty. Each program area may have specific policies regarding the composition of committees, so make sure you are aware of any requirements specific to your program option.

## **Committee Roles**

All graduate students at OSU are required to have a Graduate Advisory Committee. Your committee will approve your proposed plan of study and work with you throughout your graduate program. Doctoral students must have a minimum of four people on their committee: a chair/advisor, an outside member and two regular members. The outside committee member must be a faculty member at OSU who is in a different department than you. Your temporary advisor or graduate coordinator can assist you in selecting a committee. The committee chair's primary duty is to monitor the progress of the student toward the degree. The advisor's primary duty is to mentor the student in regard to the conduct of research necessary for the completion of the degree. As a result, it is expected that the advisor establish the closest working relationship with the student.

Other committee members' duties include reviewing draft documents of the dissertation, participating in examinations per Graduate College and program requirements, attending regular meetings of the advisory committee, and interacting regularly with committee members and the student to monitor progress toward the degree. The student and the members of the advisory committee should consult regularly to review the progress of the student's work.

You have the option of changing the membership of your Doctoral Advisory Committee at any time. However, a request for changing a committee's membership must be initialed by all old and new committee members and submitted to the School Head. The request should include a clear rationale for the proposed change (e.g., faculty member retirement, substantial change in your research interest that requires different expertise on the committee, etc.). Pending the School Head's approval, the appropriate notification will be forwarded to the Graduate College. Forms for changing the members on Doctoral Advisory Committees may be obtained from the OSU Graduate College's [Current Student Resources](#) webpage.

## **Plan of Study Meeting**

You must complete a draft of the Plan of Study (POS) online and convene a Plan of Study Meeting with your full committee. The purpose of the meeting is to get the whole committee's input on developing a Plan of Study that includes required courses in specific programs, selected elective courses and other related experiences that best support your goals. You are responsible for initiating and arranging the Plan of Study meeting with the assistance of your advisor.

According to the Graduate College policy, the Plan of Study is to be submitted prior to the end of the third semester of enrollment. If you do not have an approved Plan of Study on file by this time, you may face an advising hold that will prevent you from registering for classes. Once approved online by the committee, the Plan of Study goes to the Graduate College for final approval. Changes in the plan can be made using the same online Plan of Study form, and must be approved by the Doctoral Advisory Committee and the Dean of the Graduate College.



## **Annual Review Process**

Faculty in your program option are required to have a process in place to monitor your progress through the program each year. The goal is to identify students encountering difficulties and provide support. Each program option has its own process for conducting the annual review process that must be completed by May 15<sup>th</sup> of each year. Your advisor will explain the requirements of your program option. Be sure to meet any stated deadlines and provide complete information when requested.

## **Doctoral Qualifying Examinations**

According to the OSU Catalog, the qualifying examination is designed to measure your proficiency in the field of specialization, the breadth and depth of professional education background, knowledge of cognate subjects, and research knowledge and skills. All PhD students must pass a qualifying examination before the degree is granted. You should take the initiative in communicating with your advisor and registering for the qualifying exam very early in the semester in which you intend to take the exam. Students must register to take their exams.

Be sure to check with your advisor concerning option area-specific guidelines. Doctoral students typically take qualifying exams when the majority of coursework and other related program requirements are complete. The content of the qualifying exam is based on three primary areas: program core coursework, area of specialization, and research. The examination will be fully take-home in order to allow students time to do the depth of thinking desired in the exam responses. The examination time frame may be set by the particular program option but the process should allow adequate time for students to engage in depth of the thinking required. With committee approval, the exam can be taken during the summer with the oral defense scheduled for early fall. (Exam defenses will not be scheduled during the summer unless the advisory committee deems it necessary and is available.)

The entire responsibility for developing the doctoral qualifying examination resides with your Doctoral Advisory Committee. The Advisory Committee has the most pertinent information about your program and objectives. Decisions regarding the examination should, therefore, reside with the Committee. Typically, the Doctoral Advisory Committee chair solicits questions from all committee members and takes charge for the evaluation of the qualifying examinations.

## **Doctoral Oral Defense Examinations**

The oral defense is a required component for all students and will serve as the “presentation of a written research proposal for doctoral research to the doctoral advisory committee” to fulfill Graduate College Policy 21.9. Check with your advisor to make sure you understand the requirements for your option. The focus of the oral exam depends, in part, on the quality and sufficiency of the written exam. The oral defense provides an opportunity to more fully support the written response. Follow-up dialogue about the process, research direction, and committee composition might also become part of the oral defense/exam.

## **Reporting Results of Qualifying Examinations**

The chair of the Advisory Committee will gather committee member evaluations and make a summary evaluation that will be reported to the Graduate Coordinator, who will report results to the Graduate Studies Office. The chair of the Advisory Committee may choose to report the evaluation results and feedback directly to the student well. The Graduate Coordinator will send you a letter of evaluation results as soon as possible following the examination.

In the event that you do not pass the qualifying examination on your first attempt, you will be permitted to retake the examination when offered the following semester. You may be required to retake the entire exam or only a portion of it at the discretion of your advisory committee. You must remain enrolled as a degree candidate for at least two semester hours per semester or six credit hours per year until requirements are completed. You must reapply to take the examination and indicate a second retake on the application form. A third and final retake requires an appeal and approval from the Ph.D. in Education committee composed of the chair of Ph.D. of Education committee and two option coordinators. The Associate Dean for Research and Graduate Studies may serve as an ex officio of the committee.

### **Revisions in Doctoral Advisory Committee Membership**

After successful completion of qualifying exams, you are encouraged to review the composition of your Doctoral Advisory Committee and make revisions, if appropriate, so that your committee has the right expertise to best assist you in the research phase.

## **Completing the Dissertation**

This section summarized the steps for the final stage of your program after completing coursework and the qualifying examination.

### **Dissertation Proposal Hearings**

You will work closely with your dissertation advisor to develop and present a dissertation proposal to your Doctoral Advisory Committee for approval. You must [register your intent to complete your proposal](#) when you and your advisor are ready for you to conduct your dissertation. Your dissertation advisor's role is to work with you on how and when to involve other committee members, including the submission of your proposal to the committee for defense. If the dissertation research involves human subjects/participants then you must complete the required training and application for Protection of Human Subjects to be approved by the OSU Institutional Review Board (IRB). *Students must register for their proposal exams.*

The Ph.D. in Education program recognizes a variety of dissertation formats. The requirements for the dissertation proposal depend on your program option area. The majority of program options require a full proposal that provides the full context and rationale for the study, presents a well-developed literature review, and explains the research procedures. (That is, a nearly-complete version of the first three chapters of your dissertation.) A few option areas may instead allow a dissertation "prospectus" that may include a less detailed literature review while still presenting solid justification and a well-developed plan for the study. Be sure to review all published information and communicate with your advisor regarding the specific requirements for you program option.

Even at the proposal stage you need to be aware of the formatting requirements for a completed dissertation. The final copy of the dissertation must conform to the format specifications in the *Graduate College Thesis Dissertation Handbook* available on the OSU Graduate College's [Current Student Resources](#) webpage.

Dissertations generally follow the format as outlined in the most recent edition of the American Psychological Association guidelines- especially for references. Dissertations must be submitted electronically to the Graduate College. Check with your advisory committee members about their desire for paper copies.

## Admission to Doctoral Candidacy

To be admitted to candidacy, a doctoral student must have (1) an approved Plan of Study on file with the Graduate College, (2) a dissertation proposal approved by the student's graduate advisory committee and, if required, (3) successful completion of comprehensive or qualifying examinations.

A doctoral student (either Ph.D. or Ed.D.) must be admitted to candidacy no less than six months prior to graduation. Once admitted to doctoral candidacy a student will be on reduced continuous enrollment. Reduced continuous enrollment has two elements.

- 1) The candidate must be enrolled in every fall and spring semester until graduation.
- 2) Two graduate credit hours qualifies as full-time enrollment for doctoral candidates.

The *Admission to Doctoral Candidacy Form*, found at the OSU Graduate College's [Current Student Resources](#) webpage, should be printed and taken to committee members and Graduate Coordinator for appropriate signatures when the requirements have been met and approved by the students committee.

### Doctoral Dissertation Defense

The final examination is the oral defense of the dissertation. You must provide a copy of the dissertation in advance to your advisor and each committee member **a minimum of two weeks before the defense**. The dissertation must conform to the format and specifications set forth in the *Graduate College Thesis and Dissertation Manual*, published and available from the Graduate College. According to the OSU Catalog, the dissertation has three main functions: (1) training in research, (2) promoting professional growth, and (3) contributing to the professional knowledge in education. The committee will notify the Graduate College immediately of the results of the final examination on the *Dissertation Oral Defense Results form*. After you have successfully completed your dissertation defense you will make all changes required by the committee and by the Graduate College and electronically submit the dissertation in final form to the Graduate College.

The dissertation defense is open to any member of the Graduate Faculty or other visitors with the approval of the Committee Chair. Visitors, other than committee members, are not permitted to vote and will be excused at the discretion of the Committee Chair. Doctoral candidates are encouraged to attend other defenses to better prepare for your own defense. The Chair is the person who is responsible for the conduct of this final examination. The oral defense should be announced at least two weeks in advance both electronically via email to the Graduate Faculty and with a posting on bulletin boards in Willard Hall. Information for the announcement should be provided by the committee chair at least two weeks in advance so that the announcement can be prepared by office staff. In addition, a copy of the dissertation or an abstract should be provided by the student to the office staff in the student's program area for those interested in reading it prior to the examination. Summer dissertation defenses are not encouraged due to difficulties scheduling faculty who may not be on campus and to meeting deadlines. Any summer dissertation defense must be agreed upon by all members of the Advisory Committee. A member of the Advisory Committee may not be replaced for non-agreement to a summer defense.

### Graduate College Style Manual

The Graduate College Style Manual specifications must be followed for the doctoral dissertation. The

Graduate College Style Manual is available from the Graduate College (<http://gradcollege.okstate.edu/>)

“A report, thesis, or dissertation must conform to the format specifications set forth in this manual. The style of the document is to be determined by the advisory committee and should be reflective of publications in the student’s discipline” (OSU University Catalog). Doctoral students are required to complete training offered by the Graduate College (face-to-face or online) on the proper formatting of a dissertation.

### Graduation Checklist for Doctoral Level Students

- Verify the *Admission to Doctoral Candidacy* form is on file in the Graduate College and ensure the in-candidacy enrollment has been (or will be) met<sup>1</sup>
- *Enroll for last semester classes*
  - Refer to the Office of the Registrar website for enrollment deadlines: <http://registrar.okstate.edu/>
  - Review the [Graduate Student Enrollment](#) rules
- *Turn in Final Revision of Plan of Study (if needed) and Graduation Clearance form*<sup>2</sup>
- *File Graduate Application*
  - Submit online application for graduation through Student Self-Services <http://my.okstate.edu/>
  - Additional information about the graduation application can be found on the Office of the Registrar’s website for Graduation and Commencement: <http://commencement.okstate.edu/>
- *Attend Thesis/Dissertation Format Review Workshop*
  - Workshop schedule posted to Graduate College website <https://gradcollege.okstate.edu/>
- *Submit the “Thesis/Dissertation Oral Defense Results” form to the Graduate College*
- *Complete online submission of dissertation and submit paper copy of signature approval page to the Graduate College at 202 Whitehurst*
- *Complete Coursework*

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<sup>1</sup>See <http://gradcollege.okstate.edu/graduate-college-academic-calendar> for deadline dates.

<sup>2</sup>All forms located at OSU Graduate College’s [Current Student Resources](#)

These requirements represent the general requirements of all graduating students in the Graduate College. Students should also contact their academic program for further program requirements, if applicable. In addition, students should be sure that any outstanding bursar balances are paid to avoid delays in issuing diplomas upon graduation.

- <http://gradcollege.okstate.edu/graduate-college-academic-calendar> for deadline dates.
- These requirements represent the general requirements of all graduating students in the Graduate College. Students should also contact their academic program for further program requirements, if applicable. In addition, students should be sure that any outstanding bursar balances are paid to avoid delays in issuing diplomas upon graduation.

## Academic Integrity

All members of the OSU community are entrusted with [academic integrity](#), which encompasses the fundamental values of honesty, trust, respect, fairness, and responsibility. Therefore, students, instructors and members of the Academic Integrity Panel are expected to demonstrate academic integrity through the following actions:

1. Understand and uphold the academic integrity guidelines established by the University and the instructor.
2. Present their own work for evaluation by their instructors.
3. Cite appropriately the words and ideas of others.
4. Protect their work from misuse.
5. Accept responsibility for their own actions.
6. Treat instructors and members of the Academic Integrity Panel with respect when violations of academic integrity are examined or appealed.
7. Trust instructors and members of the Academic Integrity Panel to enforce the academic integrity policy and procedures.

### **Responsible Conduct of Research (RCR)**

All students in the PhD in Education program are required to pass training in the Responsible Conduct of Research. Oklahoma State University is making use of the Collaborative Institutional Training Initiative (CITI) as a component of training in the area of Responsible Conduct of Research (RCR). This online training program consists of a series of tutorial modules focusing on different aspects of RCR and is intended for anyone engaged in research. The training is appropriate for faculty, staff and students conducting research in the natural sciences, physical sciences, social and behavioral sciences, humanities, and fine arts. Modules include instructional material, case studies, and additional suggested readings. At the end of each module is a short quiz. The results of each quiz are recorded and provided to you and to the Office of University Research Compliance. You must have a cumulative score of 80% to pass/complete the course. Additional information follows. You can access the training modules from the OSU Graduate College website (<http://gradcollege.okstate.edu/>).

### **Institutional Review Board (IRB)**

Before research begins, all research (including thesis, reports, and creative components) involving human subjects must be approved by the Institutional Review Board (IRB). In order to submit an application, you must first successfully complete the IRB training. Please consult the IRB website for details at <https://research.okstate.edu/compliance/irb/>. If your dissertation research involves humans, then you will need to complete an IRB application form and include a summary of your research plan with the application. Your IRB application must be approved and signed by your advisor before it is submitted to the IRB office for approval. Once the IRB begins to review your application, you can expect the process to take about one month (sometimes it is less or more). Be sure to include a signed letter of consent from the administrator in charge if your research will take place in a school/institutional setting or will involve research on teachers or students.

“Because university policy requires prior approval of all research involving human subjects, the letter from the IRB granting approval of the research must be included in the appendix of any thesis or dissertation submitted to the Graduate College in fulfillment of degree objectives. Failure to obtain approval for use of human subjects means that the thesis or dissertation cannot be accepted.” (OSU University Catalog)

# PhD in Education Faculty Directory

College of Education, Health & Aviation Directory: <https://education.okstate.edu/directory/index.html>

## Appendices

Appendix A: Ph.D. in Education At-A-Glance

Appendix B: Suggested Cognate Areas of Study

Appendix C: Plan of Study Worksheet

**ADMISSION**

Application Deadlines: January 15 for Summer/Fall admission and September 15 for Spring/Summer admission

Minimum Requirements: GPA >3.5/4.0 in a master’s from an accredited institution; Miller Analogies Test (MAT) composite raw score of >400 or a Graduate Record Exam (GRE) score of >300 combined verbal and quantitative) and 4.5 on analytical scale; evidence of scholarly writing; three reference contacts; resume/vita

**COMMON CORE**  
9 hours

CIED 6503 Doctoral Seminar (must be taken 1<sup>st</sup> or 2<sup>nd</sup> semester)  
SCFD 6113 Theoretical Foundations of Inquiry (must be taken 1<sup>st</sup> or 2<sup>nd</sup> semester) SCFD 6983 Diversity and Equity Issues in Education (best to take after SCFD 6113)

Note: Substitutions for these courses are not allowed, and all three should be taken at the beginning of a program.

**RESEARCH**

12 hours minimum; must include at least one quantitative and one qualitative course (typically REMS 6003 Analysis of Variance and SCFD 6123 Qualitative Research I)

Other courses typically taken include: SCFD 6193 Qualitative Research II, REMS 6013 Multiple Regression Analysis, CIED 6073 Advanced Pedagogical Research, and CIED 6253 Designing & Conducting Mixed Methods Research, although there are more options.

REMS 5013 Research Design & Methodology and REMS 5953 Statistical Methods in Education are pre-requisites for all students and do not count on the Plan of Study. Only one of four research courses on the POS may be at the 5000 level. Additional Requirements: Complete the CITI training, present at a professional conference, and submit an article for publication

**OPTION AREAS**  
24 hours specialization  
9 hours

Language, Literacy & Culture	Dr. Jenn Sanders	<a href="mailto:jenn.sanders10@okstate.edu">jenn.sanders10@okstate.edu</a>
Learning, Design, and Technology	Dr. Susan Stansberry	<a href="mailto:susan.stansberry@okstate.edu">susan.stansberry@okstate.edu</a>
Mathematics	Dr. Jennifer Cribbs	<a href="mailto:jennifer.cribbs@okstate.edu">jennifer.cribbs@okstate.edu</a>
Science	---	---
Social Foundations of Education	Dr. Guoping Zhao	<a href="mailto:guoping.zhao@okstate.edu">guoping.zhao@okstate.edu</a>
Special Education	Dr. Candace Schell	<a href="mailto:candace.schell@okstate.edu">candace.schell@okstate.edu</a>

**DISSERTATION**

Qualifying exams are administered each semester with two questions given in a sit-down format and two as take-home. Any variation on the format must have committee approval.

A doctoral student must be admitted to candidacy no less than six months prior to graduation, and must maintain continuous enrollment in every fall and spring semester until graduation.

## Appendix B: Examples of Cognate Areas of Study

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**Online Teaching Program:**                      **Learning, Design and Technology**  
Dr. Penny Thompson      [penny.thompson@okstate.edu](mailto:penny.thompson@okstate.edu)                      405.744.8042

Courses

EDTC 5720      Foundations of Digital Learning  
EDTC 5103      Advanced Computer Applications  
EDTC 5153      Computer-Based Instructional Development  
EDTC 5503      Facilitating Online Learning

These four courses as a group make up the **Graduate Certificate in Online Teaching**. If pursuing this certificate, students will need to:

- [Apply](#) to the Graduate College *in addition* to their PhD or MS program application.
- The four-course sequence will begin each fall semester with courses offered sequentially in 8-week blocks and fully online. Application for admission due July 15 each year.

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**Literacy Education Program:**                      **Reading/Literacy**  
Dr. Jenn Sanders                      [jenn.sanders10@okstate.edu](mailto:jenn.sanders10@okstate.edu)                      405-744-7125

Courses

CIED 6683      Language, Literacy, and Culture  
CIED 6083      Seminar in Writing Pedagogy  
CIED 5733      History of Reading  
CIED 6433      Seminar in Literacy: Issues and Trends  
CIED 6060      Special Topics in Literacy Education (ELL, Adolescent Literacy, etc.)

The first four courses are recommended for a cognate, and the Special Topics course can be substituted to meet the needs of individual students.

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**Learning, Design and Technology Program: (formerly Educational Technology)**  
Dr. Susan Stansberry      [susan.stansberry@okstate.edu](mailto:susan.stansberry@okstate.edu)                      405.744.8042

Courses

EDTC 6333      Human Computer Interaction  
EDTC 6423      Trends and Issues in Education Technology  
EDTC 6153      Advanced Computer Based Instructional Development

See <http://edtech.okstate.edu/courseschedule> for course rollout



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**Media Studies:**

**Social Foundations/Curriculum Studies/Educational Technology**

Dr. Susan Stansberry    [susan.stansberry@okstate.edu](mailto:susan.stansberry@okstate.edu)    405.744.7190

Courses

SCFD 5923    Pop Culture in Education  
EDTC 6053    Media & Learning in Educational Technology  
CIED 6183    Advanced Media Literacy or CIED 5183 Media Literacy

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**Gender Issues Program:**

**Social Foundations**

Dr. Lu Bailey    [lucy.bailey@okstate.edu](mailto:lucy.bailey@okstate.edu)    405.744.9194

Courses

Choose three from the following:

GWST 5300    Gender and Sexualities  
SCFD 6990    Gender, Theory and Education  
CIED 5723    Gender and Curriculum  
SCFD 5990    Gendered Campus Violence

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**International Studies of Education Program: Social Foundations and Higher Education/Student Affairs**

Dr. Guoping Zhao    [guoping.zhao@okstate.edu](mailto:guoping.zhao@okstate.edu)    405.744.9897

Courses

Choose three from the following:

SCFD 6023    Comparative Education  
SOC 5223    Culture, History, and World Systems  
SOC 5333    Global Population and Social Problems  
HESA 6163    International Issues in Higher Education

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**Qualitative Inquiry Program:** **Social Foundations**  
Dr. Guoping Zhao [guoping.zhao@okstate.edu](mailto:guoping.zhao@okstate.edu) 405.744.9897

Courses

Choose three from the following:

- SCFD 6193 Qualitative Data Analysis
- SCFD 6190 Selected Methods in Qualitative Research: Narrative Methods
- SCFD 6190 Auto/biographical Approaches in Education
- SCFD 6190 Case Study Research SCFD 6190 Ethnography
- SCFD 6190 Naturalistic Inquiry SCFD 6190 Photovoice
- SCFD 6133 Interviewing

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**Socio-cultural Foundations of Education Program:** **Social Foundations and Literacy**  
Dr. Guoping Zhao [guoping.zhao@okstate.edu](mailto:guoping.zhao@okstate.edu) 405.744.9897

Courses

Choose three from the following:

- SCFD 5883 Educational Sociology
- SCFD 6853 Anthropology of Education
- SCFD 5873 Culture, Society, and Education
- CIED 6683 Language, Literacy and Culture

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**Philosophy of Education Program:** **Social Foundations and Philosophy**  
Dr. Guoping Zhao [guoping.zhao@okstate.edu](mailto:guoping.zhao@okstate.edu) 405.744.9897

Courses

- SCFD 6630 Topics in Philosophy of Education
- CIED 6070 Readings in Arts and Humanities Education
- PHIL 5610 Philosophical Issues in Education

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**History of Education Program:** **Social Foundations**  
Dr. Guoping Zhao [guoping.zhao@okstate.edu](mailto:guoping.zhao@okstate.edu) 405.744.9897

Courses

Choose two from the following:

- SCFD 6823 History of Education
- SCFD 6990 History of Women in Education
- HIST 5023 Historical Methods

And choose one from the following:

- CIED 6063 Curriculum History
- EDLE 6753 Historical Development of American Higher Education

**Appendix C: Plan of Study Planning Guide**

Semester Planned	Courses		
	<b>Common Core 9 hours</b> (cannot be substituted) CIED 6503 Doctoral Seminar (take 1st or 2nd semester)		
	SCFD 6113 Theoretical Foundations of Inquiry (take 1st or 2nd semester)		
	SCFD 6983 Diversity and Equity Issues in Education (take after SCFD 6113)		
	<b>Research Courses 12 hours (one quantitative and one qualitative required)</b> (Note: REMS 5013 and 5953 prerequisites that cannot count on the PhD plan of study)		
	<b>Specialization 24 hours</b>		
	<b>Cognate Area of Study 9 hours</b>		
	<b>Dissertation 15 hours (EDTC 6000)</b>		
Semester 1:	Semester 2:	Semester 3:	Semester 4:
Semester 5:	Semester 6:	Semester 7:	Semester 8:
Semester 9:	Semester 10:	Semester 11:	Semester 12: