***Unofficial: For Advisement Purposes Only***



**DOCTOR OF PHILOSOPHY (Ph.D.) (75 points minimum)[[1]](#footnote-1)**

 This is a *worksheet* for guiding initial program planning and advisement. It is not the final program/degree plan which must be acquired from and submitted to the Office of Doctoral Studies. This worksheet serves to guide students through the *early* portions of their doctoral programs as prescribed by the Program Faculty, the Department, and Teachers College.

 The doctoral degree track requires a minimum of 75 points[[2]](#footnote-2) of graduate coursework, completion of a certification examination, and a dissertation. A maximum of 30 credits can be transferred into the TC Ph.D. from a degree outside of Teachers College.

 For additional information, see the following sheets available from the HPSE office:

(1) “Working Principles: Advising Structure for the Program in Higher and Postsecondary Education.”

(2) “Program of Study Guide” for Doctor of Philosophy for year of first enrollment in HPSE.

**A. CORE REQUIREMENTS**

**1. Required Courses in the Higher Education Program** (13 points):

Ph.D. students are required to take the following courses:

|  |  |  |  |
| --- | --- | --- | --- |
| **Course Number** | **Course Name** | **Points**  | **Semester/Year (e.g. Fall 2025)** |
| **ORLH 4020** | **College and university organization & administration**  | **3** |  |
| **ORLH 5011****or****ORLH 5527** | **College teaching and learning****or****The college professoriate** | **3** |  |
| **ORLH 5044****or****ORLH 5545** | **Theories of diversity in higher education****or****The civic mission of higher education** | **3** |  |
| **ORLH 5526** | **Literature of higher education**  | **3** |  |
| **ORLH 7500** | **Dissertation seminar in higher education** *(for dissertation proposal)* | **1** |  |
|  | **Five-Course Total** | **13 pts** |  |

**2. Other Core Requirements**: Passage of two-part certification exam and writing and defense of

dissertation

**B. RESEARCH COURSES** (12 points)

 In addition to ORL 5521 or equivalent, all Ph.D. students must also take a minimum of three additional research courses – one introductory level qualitative, one introductory quantitative, and one advanced methods. See the departmental research requirements as published annually in the TC Catalogue. Each course requires advisor approval.

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| --- | --- | --- | --- |
| **Course Number** | **Course Name** | **Points**  | **Semester/Year Taken** |
| **ORL 5521** | **Introduction to research methods *OR* Equivalent with advisor approval** | **3** |  |
|  |  | **3** |  |
|  |  | **3** |  |
|  |  | **3** |  |
|  | **Four-Course Total** | **12 pts** |  |

**C. DISCIPLINARY COGNATE COURSES** (12 points)

 Each Ph.D. student is required to complete four courses (12 points minimum) within the academic disciplines (e.g. Anthropology, Economics, History, Political Science, Sociology, etc.) or an approved interdisciplinary or multi-disciplinary cognate. These courses should contribute to the student’s area of study – theoretically and conceptually. Each of these courses should be discussed with and have the approval of your advisor.

|  |  |  |  |
| --- | --- | --- | --- |
| **Course Number** | **Course Name** | **Points**  | **Semester/Year Taken** |
|  |  | **3** |  |
|  |  | **3** |  |
|  |  | **3** |  |
|  |  | **3** |  |
|  | **Four-Course Total** | **12 pts** |  |

**D. IN OR OUT-OF-PROGRAM ELECTIVE COURSES** (38 points)

 Each Ph.D. student is required to complete thirteen courses (38 points minimum) either within or outside the Higher and Postsecondary Education Program. These courses should contribute to the student’s area of study – substantively, conceptually, or methodologically. Each of these courses should be discussed with and have the approval of your advisor.

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| --- | --- | --- | --- |
| **Course Number** | **Course Name** | **Points**  | **Semester/Year Taken** |
|  |  | **3** |  |
|  |  | **3** |  |
|  |  | **3** |  |
|  |  | **3** |  |
|  |  | **3** |  |
|  |  | **3** |  |
|  |  | **3** |  |
|  |  | **3** |  |
|  |  | **3** |  |
|  |  | **3** |  |
|  |  | **3** |  |
|  |  | **3** |  |
|  |  | **2** |  |
|  | **Thirteen-Course Total** | **38 pts** |  |

**E. POINT SUMMARY:** Core Course Requirements (13 Points) + Research Courses (12 Points) + Disciplinary Cognate Courses (12 Points) + Either Within or Outside Program Electives (38 Points) = 75 Points minimum

**F. FINAL NOTE**

Please note that -- after this early portion of the program of Ph.D. study is complete -- significant work remains: for example, successful completion of both parts of the certification exam, dissertation sponsorship and committee designation, preparation and approval of the dissertation proposal including registration for ORLH 7500, submission and approval of IRB applications, completion and defense of the dissertation. The “structure” for this portion of the doctoral program must be approved by the student’s dissertation sponsor/advisor in conjunction with other members of the dissertation committee. For institutional requirements on all aspects of the program, please see the *Teachers College Catalogue.*

 Please note that in advanced doctoral study, sponsorship guidance and approval carry significant weight. For further information on options for advisor/sponsor designation, see the following information sheet available from the Program Office: “Working Principles: Advising Structure for the Program in Higher and Postsecondary Education.”

1. All courses herein listed are rarely, if ever, available in a single academic year. For example, some are offered every other year, or every two to three years. Check with your advisor and stay up to date with web-based semester-by-semester course schedule. On occasion, due to programmatic contingencies, a course substitution may be necessary. Under all circumstances, this requires advisor approval *in writing.* [↑](#footnote-ref-1)
2. Note that the 75 points are an institutionally required minimum and that most students must engage in additional coursework based on faculty/advisor assessment. [↑](#footnote-ref-2)