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Forward

Students at The University of Southern Mississippi are responsible for knowing and complying with all requirements for the International Development Doctoral Program as stated herein.
Welcome to IDV

Welcome to the International Development Doctoral Program (IDV) at The University of Southern Mississippi. We are pleased to have you as part of our growing family of students and alumni that are part of the IDV program. Our program started in 1999 and is now entering its 16th year of existence.

Like all doctoral programs, our program is a challenging and one that we believe that you can master over time to a successful completion. We look forward to having you in our classes and meeting the milestones of the program as you progress and learn over time. The program has an outstanding faculty and staff supporting our interdisciplinary program to mentor and guide you along the way to earning your Ph.D.

To succeed in a doctoral program you will need a social support network. Your family, friends, spouses, partners and others have an open invitation to the in person sessions so they can meet the faculty, staff and other students and be a part of your educational journey to earn your doctorate.

The History of the IDV Program

The International Development (IDV) program started in 1999. The program was created with the working professional in mind. Namely, the program focuses on the working professional, mid-career, who seeks the opportunity to earn a Ph.D. while at the same time staying in their current career. To be able to deliver a high quality doctoral program, while at the time a student continues in their career, it was necessary to create a hybrid delivery format where a student would come to campus multiple times a semester for face-to-face sessions (in-persons) and the remainder weekly classes would occur in the evenings.

The IDV program began with a handful of students and has now grown to just under 100 active students in the program and more than 40 alumni from the program. These graduates have taken on a variety of career paths that include continued employment and promotion in their current position, movement to a new career in a not-for-profit organization, or government agency, military promotion, or sometimes as a college or university professor. The IDV program was not built upon the traditional model of an on-campus doctoral program,
instead it focuses on producing high quality social science researchers who can then leverage their new earned doctorate and research skills in a variety of private, public, military, not-for-profit and educational arenas as appropriate.
Admission

Regular Admission

Applicants must maintain a cumulative GPA no lower than 3.0 (calculated on a 4.0 scale) and no grade below a “C” in graduate course work pertaining to the International Development Doctoral Program.

Conditional Admission

A doctoral applicant admitted conditionally must maintain a grade point average of at least 3.5 on the first nine hours of coursework at or above the 600 level. If, prior to satisfying the requirements to have the conditional status removed, the student attempts more than 9 hours of coursework at or above the 600 level, he or she must achieve a 3.5 overall grade point average. All courses taken to remove conditional status must be taken on a campus of The University of Southern Mississippi. Additional requirements may be imposed by the department. The student should meet with the director to review any requirements that may be imposed.

All requirements must be met or the student will not be allowed to continue to seek a doctoral degree. Upon the recommendation of the director and with the approval of the department chair, the student will be reclassified as a regularly admitted student. A student not maintaining the required grade point average or otherwise failing to satisfy any additional requirements, will be dismissed from the program.

Probation

A student whose cumulative graduate grade point average (GPA) or whose program grade point average falls below 3.0 will be placed on probation. That student must attain a cumulative 3.0 GPA by the end of the following (probationary) semester including summer, if the student is enrolled summer term. A student who fails to achieve a 3.0 at the end of the probationary semester will be dismissed from the program. Departments may set more stringent
probationary conditions. A new application is required for consideration to reenter the program. Graduate assistants on probation will lose their assistantships.

**Enrollment**

**SOAR**

Students should pre-register each semester at the designated time using SOAR on the web. Specific directions are located on the Registrar's Web site at [www.usm.edu/registration](http://www.usm.edu/registration). By registering for classes, students are contracting to pay their tuition and fees. Students who pre-register must pay minimum payment (if applicable) by the due date or there will be an additional pre-registration fee of $100 added to their accounts. Classes will be dropped at a later date for nonpayment.

Registration will continue after the close of the scheduled registration period (see [calendar](http://www.usm.edu/registrar)) for five class days. A late registration fee of $50 will be charged to all students registering after the scheduled registration period.

**Add/Drop/Withdrawal**

A student is permitted to drop a course without academic penalty up to the drop date located on the Registrar's Web site at [www.usm.edu/registration](http://www.usm.edu/registration). After the deadline, a student may drop a course only in the event of extenuating circumstances and with permission of the instructor, department chair, and dean of the college offering the course, at which time the student will receive a grade of ‘W’, indicating the withdraw from the class.

A student is permitted to add a course after the fifth class day with the permission of the instructor, department chair, and dean of the college offering the course. However, a student will not be allowed to add a course after the last day to drop without academic penalty as located on the Registrar's Web site at [www.usm.edu/registration](http://www.usm.edu/registration). Adding classes after the 100 percent refund period could result in additional tuition charges.
A student withdrawing from the university prior to the deadline for dropping classes will not receive any grades. His or her record will show the date of withdrawal only. A student withdrawing after the deadline for dropping courses will receive a grade of ‘W’. Graduate Assistants should check with the Graduate School regarding add/drop after the 6th day of class.

Withdrawal Procedures

A student finding it necessary to withdraw from the university must begin the process with the Director of the International Development Doctoral Program who shall complete the withdrawal and refund authorization form. Students may not utilize the website to withdraw.

Refund Policy

The withdrawal deadline for receipt of a grade is not related to the refund schedule for fees. A student who officially withdraws after enrollment may obtain a refund in accordance with the refund policy. Upon notification to the registrar and business services offices, a review will be made on a case-by-case basis for withdrawals that did not follow official withdrawal policy. Appeals for refunds due to extenuating circumstances may be made in writing to:

The University of Southern Mississippi
Business Services (Attn: Tuition Appeals Committee)
118 College Drive #5133
Hattiesburg, MS 39406-0001

Time to Degree Limitations

The student must complete the doctoral degree within eight calendar years from the date of initial enrollment in a doctoral program. Six years is the maximum time allowed for course work, qualitative exam, and the comprehensive exam, the remaining two years are designated for dissertation and research hours toward degree completion. The dean of the Graduate School, under extenuating circumstances and special petition, may approve revalidation of some over-age
credit hours if the original credit was earned at The University of Southern Mississippi and if the department chair approves the revalidation. The revalidation is secured by the student's successfully passing a special examination on the course. However, any student who fails to complete the doctoral degree program within the eight-year time period becomes subject to any changes in degree requirements made at any date eight years prior to graduation. The fee charged for the special revalidation examination is to be paid before the revalidation examination is taken. Over-age extension courses cannot be revalidated. Revalidation forms are available in The Graduate School.

Continuous Enrollment Requirement

Students must register for three semester hours of coursework during the spring and fall semesters throughout the duration of their degree pursuit with the International Development Doctoral Program. Enrollment in the summer semester is optional once residency requirements have been met.

Students must register for three semester hours each semester, including summer, in order to maintain access to University resources. University resources include, but are not limited to, libraries, faculty and staff (including phone calls and emails).

Students must register for three semester hours of coursework during the semester in which they take their comprehensive examinations, and the semester of their dissertation defense.

After a doctoral student completes his or her comprehensive examination, continuous enrollment in at least three semester hours must be maintained during each fall and spring semester until the student successfully defends the dissertation.

A student may petition the dean of the Graduate School for an exemption from the continuous enrollment policy, provided that the student has the written endorsement of his or her advisory committee and the chair of the department. Students may petition the office only if they are in absentia from the University and not utilizing resources of the University. Students who fail to enroll continuously must reapply for admission and must pay the required fees.
Students must register for three semester hours of 898 during the semester they defend the dissertation. All required coursework must be completed before the semester in which the dissertation is defended.

If a student does not submit copies of his or her dissertation in a form acceptable to the graduate reader prior to the deadlines established in a given semester, or if the student's degree will not be awarded until the next term, then the student must register for three semester hours of 898 (dissertation) during the semester or term in which the degree will be awarded.

Audit a Course

Students enrolled in the program are permitted to audit any IDV course. A student may enroll to audit a class for the purpose of refreshing their knowledge prior to taking the comprehensive exam if they have already taken the course for credit. If a student chooses to audit a class that she/he has not taken previously for credit, the student may never take said class again for credit. It is, therefore, strongly suggested that a student only audit courses they have already completed for credit. Audited courses are subject to all tuition and course fees which apply to any graded course taken in the program.

Residency Requirement

The purposes of academic residency are to provide doctoral students with significant time for extensive involvement with faculty, professional colleagues, and peers and to provide a period of time for concentrated study and course work. It is structured as a full-time experience. The following are options for satisfying the residency requirement: (a) two consecutive terms of 12 hours each, (b) three consecutive terms, including summer, of 9 hours each, or (c) four consecutive terms, including summer, of 6 hours each. This is not residency for tuition purposes.
Academic Integrity Policy

All students at the University of Southern Mississippi are expected to demonstrate the highest levels of academic integrity in all that they do. Forms of academic dishonesty include (but are not limited to):

- Cheating (including copying from others’ work)
- Plagiarism (representing another person’s words or ideas as your own; failure to properly cite the source of your information, argument, or concepts)
- Falsification of documents
- Disclosure of test or other assignment content to another student
- Submission of the same paper or other assignment to more than one class without the explicit approval of all faculty members’ involved
- Unauthorized academic collaboration with others
- Conspiracy to engage in academic misconduct

Engaging in any of these behaviors or supporting others who do so will result in academic penalties and/or other sanctions. If a faculty member determines that a student has violated our Academic Integrity Policy, sanctions ranging from resubmission of work to course failure may occur, including the possibility of receiving a grade of “XF” for the course, which will be on the student’s transcript with the notation “Failure due to academic misconduct.” For more details, please see the University’s Academic Integrity Policy: https://www.usm.edu/institutional-policies/policy-acaf-pro-012 Note that repeated acts of academic misconduct will lead to expulsion from the University.

A. Definition of plagiarism

Plagiarism is scholarly theft, and it is defined as the unacknowledged use of others’ work. More specifically, any written or oral presentation in which the writer or speaker does not distinguish clearly between original and borrowed material constitutes plagiarism. Because students, as scholars, must make frequent use of the concepts and facts developed by other scholars, plagiarism is not the mere use of another’s facts and ideas. However, it is plagiarism when students present the work of other scholars as if it were their own work.

Plagiarism is committed in a number of ways:
1. Reproducing another author’s writing as if it were one’s own.
2. Paraphrasing another author’s work without citing the original.
3. Borrowing from another author’s ideas, even though those ideas are reworded, without giving credit.
4. Copying another author’s organization without giving credit.

Plagiarism is a serious offense. An act of plagiarism may lead to a failing grade on the paper and in the course, as well as sanctions that may be imposed by the student judicial system.

B. Guidelines for determining plagiarism

1. Course work
When a professor suspects that plagiarism has occurred within a course, the professor should follow all university policies associated with plagiarism. In addition, the professor should notify both the student and the director of International Development that such a violation has taken place and the resulting punishment. At that time, the professor needs to state in writing the necessary details of the case and the punishment deemed appropriate. This written statement will be turned in to the director of IDV and placed in the student’s file. A copy of the statement will also be submitted to the relevant administrators in the college and university as set forth by university policies.

If the student decides to protest the punishment, the student is to follow the student handbook’s policies concerning grade appeals.

The appropriate punishment for plagiarizing a classroom assignment can include failing the assignment, failing the course, dismissal from the program and dismissal from the university. If the professor believes that the punishment should include suspension or dismissal from the program the following steps should be taken. The professor should convene a meeting of the IDV faculty during which he presents the evidence concerning plagiarism. The decision of whether or not to suspend or dismiss the student will be based upon a majority vote of the IDV faculty. If there is a tie, the tie will be broken by the department chair who will be included in the decision. If suspension or dismissal is supported, this decision will be reported to the student within 5 business days of the
decision. If the student wishes to protest the decision he may do so using the process found in section C below.

If a student has been found to have plagiarized in two separate courses, the program director will consult with the core IDV faculty concerning the appropriate punishment. The typical punishment for a second case of plagiarism in the IDV program is dismissal from the program. An appeal of this decision can be undertaken using the process found in section C below.

2. Comprehensive exams
Suspected plagiarism of the comprehensive exams can be brought forth to the program director by any faculty member involved in the exams. The typical punishment for plagiarism on the comprehensive exams will be dismissal from the program. If, after reviewing the evidence, the program director decides to pursue the charges, the evidence will then be reviewed by the core IDV faculty. The decision of whether or not to suspend or dismiss the student will be based upon a majority vote of the IDV faculty. If there is a tie, the tie will be broken by the department chair who will be included in the decision. The student will be informed by the program director of the charges against the student within 5 business days of the charges being brought forth. The student then has 5 business days to respond in writing to the charges. The student can also request (within 5 business days) a meeting between the student and the faculty. Any meeting between students and faculty will be scheduled at the earliest practicable time for all the parties involved. After such a meeting has taken place, the faculty members have 5 business days to make a decision of punitive actions and report those actions to the student (in writing). The decision of supporting the charge of plagiarism and any punitive actions involved will be decided by the faculty members based upon a majority vote. If there is a tie, the tie will be broken by the department chair who will be included in the decision. The actions may include dismissal from the program and university.

3. Dissertation and Dissertation Proposal
Charges of suspected plagiarism of the dissertation proposal, completed dissertation or any work submitted as part of the dissertation writing process including drafts of chapters can be brought forth by anyone involved in the dissertation process (including all IDV core faculty). Evidence of suspected plagiarism can be submitted to the dissertation committee chair, program
director or department chair. At the time of charges being brought forth, the dissertation committee and the program director will review the evidence. If, after reviewing the evidence, the faculty members decide to pursue the charges, the student will be informed in writing by the committee chair of the charges against the student within 5 business days of the decision. The student then has 5 business days to respond in writing to the charges. The student can also request (within 5 business days) a meeting between the student, the dissertation committee and the program director in order to respond to the charges. Any meeting between students and faculty will be scheduled at the earliest practicable time for all the parties involved and notes will be taken by administrative personnel. After such a meeting has taken place, the faculty members have 5 business days to make a decision of punitive actions and report those actions to the student (in writing). The decision of supporting the charge of plagiarism and any punitive actions involved will be decided by the faculty members based upon a majority vote. The typical punishment for plagiarism of any part of the dissertation is dismissal from the IDV program.

C. Appeals

Decisions for suspension and expulsion from the program may be appealed to the Chair of the Department of Political Science, International Development and International Affairs. Upon appeal, the Department Chair can make a decision to confirm or reject the punishment decided upon by the IDV faculty. If the student wishes to appeal the decision of the Department Chair, the student can request that an appeal committee be formed. This committee will consist of members of the PSIDIA department that are not part of core IDV faculty or the department chair and it will be chosen by the department chair. The appeal committee can seek any evidence it sees fit including the student’s file, testimony from faculty members and testimony from the student. The appeal committee has 15 business days to review the evidence of the charges and the recommendation for punishment set forth by the Department Chair and dissertation committee. The decision by the appeal committee is final pertaining to the program and department. All decisions by the appeal committee will be based upon a majority vote. If there is a tie, the tie will be broken by the department chair. Any additional appeals must be made through the Office of Graduate Studies and their rules will then apply.
D. Confidentiality of the process

Students should know that any reported cases of plagiarism in classes will only be discussed within the program and with the director, the department chair and officers of the college and university, as necessary. If a student wishes to waive his right of confidentiality, he may do so. This may be in order to inform his advisor of the charge of plagiarism or as a necessary step in the appeals process. However, this waiver must be made for specific, named individuals and must be done in writing to the program director.

E. Steps required of faculty to ensure adherence to plagiarism policy

Faculty must receive a signed “Acknowledgement of Plagiarism Policy” from each student at the beginning of the program. Copies of this statement will be kept in the students’ file. This form acknowledges that the student has been informed of and will comply with the plagiarism policy of the program.

Research and Scholarly Integrity Education Requirement

All graduate students must complete the Research and Scholarly Integrity Education (RSIE) training modules required by the Graduate School and IDV the first semester they are enrolled in graduate school. The RSIE policy and training information are found on the Graduate School web page. Contact the Dean of the Graduate School if you have any questions regarding the policy of training information. The RSIE completion certificate is good for 5 years.

Office for Disability Accommodations (ODA)

In accordance with the Rehabilitation Act of 1973 and the Americans with Disabilities Act (1990), Southern Miss does not discriminate on the basis of disability in the admission or access to, or treatment or employment in its programs or activities. Reasonable accommodations for students with disabilities are provided through the Office for Disability Accommodations (ODA). ODA verifies eligibility for accommodations and works with eligible students to develop and coordinate plans for the provision of accommodations. Eligible students
include those who are enrolled in degree and nondegree programs offered by Southern Miss, are considered qualified to meet all university program requirements despite a disability, and meet the definition of disability as defined by the Rehabilitation Act of 1973 and the ADA. To receive accommodations, students must self-identify with the ODA.

Accommodations may include exam modifications, assistive technology, accessible housing, document conversion, interpreters, note-takers, and readers. In order to receive appropriate and timely accommodations, eligible students should contact the ODA before the semester begins to file an application and submit documentation of the disability for review. The ODA is committed to creating a positive campus environment where students with disabilities are encouraged to pursue careers on the basis of personal interest and ability.

For an application and guidelines for documentation of disability, contact The University of Southern Mississippi, Office for Disability Accommodations, 118 College Drive #8586, Hattiesburg, MS 39406-0001; call (601) 266-5024 or (228) 214-3232; or visit the Website www.usm.edu/oda. Individuals with hearing impairments can use Mississippi Relay Service at 1-800-582-2233 (TTY) to contact campus offices.

Communication

Any communication addressed to a faculty or staff member of the International Development Program will be answered within two business days. All class assignments will be returned to the student in a timely manner to allow the students to incorporate the feedback and grade from the assignment into future assignments for that class. Dissertation chapters will be edited by the receiving faculty and returned to the student within two weeks of receipt. Full dissertations will be edited by the faculty member and returned to the student within three weeks of receipt.
Faculty/Staff Email Addresses

International Development Program faculty and staff are available via email at the following addresses:

**Faculty:**
- Dr. David Butler: [David.Butler@usm.edu](mailto:David.Butler@usm.edu)
- Dr. Shahdad Naghshpour: [S.Naghshpour@usm.edu](mailto:S.Naghshpour@usm.edu)
- Dr. Robert Pauly, Jr.: [Robert.Pauly@usm.edu](mailto:Robert.Pauly@usm.edu)
- Dr. Joseph St. Marie: [J.Stmarie@usm.edu](mailto:J.Stmarie@usm.edu)

**Staff:**
- Ms. Annette Copeland: [Annette.Copeland@usm.edu](mailto:Annette.Copeland@usm.edu)

Student Email

Students of the University of Southern Mississippi are required to make use of the email address issued to them upon admission to the University. Personal email addresses will not be utilized. Information pertaining to student issued email addresses, including user name and password, can be found at [www.usm.edu/itech/how-do-i](http://www.usm.edu/itech/how-do-i).

Listserv Protocol

The program uses the IDV listserv to send out important information and announcements, therefore, these emails must be read. It is expected that the student receive, read, and understand what is sent to this list. Emails from the listserv will be sent to the student email addresses issued by the university.

The list is structured so that if a student clicks on “reply” it will go to the sender, not the full list. This is structured in this manner for the purpose of keeping email inboxes clear of unnecessary clutter to ensure that the goal of important information communication is achieved.

Media
The International Development Doctoral Program (IDV) utilizes a variety of media to share information on the program and as a tool for recruiting for the program. These media include, but are not limited to, website, Facebook, Twitter, a blog, and an e-newsletter. IDV students are requested to share their successes in their careers and in their doctoral programs with the program so that such information can be shared with a larger audience. If a student does not want her/his information and images to be shared or disseminated then the student needs to communicate this to the program in advance and in writing.
Milestones

YEAR 1
- Complete Core Courses (12 semester hours)
- Pass Qualifying Exam
- Select Major and Minor Field of Study

YEAR 2
- Take Major Field Courses (12 semester hours)
- Take Minor Field Courses (9 semester hours)
- Take Elective Courses (9 semester hours)
- Work on Research Tools

YEAR 3
- Finish Major, Minor, and Elective Courses
- Pass Comprehensive Exam
- Create Dissertation Committee
- Finish Research Tools

YEAR 4
- Dissertation Process
- Graduation
Curriculum

The International Development Doctoral Program is a 54 credit hour program. The 54 hours are broken into 42 hours of coursework and a minimum of 12 dissertation hours.

Students are required to take the four core classes during their first two semesters. The core classes are offered on a rotating basis each fall and spring semesters. If a student begins in the spring semester, she or he will be permitted to take non-core courses during the summer semester. Students are not permitted to take non-core courses during the fall or spring until all four core courses have been completed.

Following completion of the 4 core classes (12 hours), students must sit for a qualifying exam. Students are required to take their first attempt at the qualifying exam immediately at the end of the semester in which they complete their final core course. If a retake of the qualifying exam is necessary, students will do so during the next offering. Qualifying exams are offered at the end of every spring and fall semester. Students are allowed two attempts at the qualifying exam. If both attempts result in a failing grade, students will be dismissed from the program.

After successful completion of the qualifying exam, the student will choose a major and minor area in which to focus the remaining classes and dissertation research. The areas from which to choose are Political Development, Security Studies, Economic Development, and Social/Cultural Development (minor only). The major emphasis area requires 4 courses (12 hours) and the minor emphasis area requires 3 courses (9 hours). Note that within each major and minor area, two classes are required and the student may then choose from the remaining classes when fulfilling the remainder of the requirement.

Students are required to take 3 elective courses (9 hours) and this may include, but is not limited to an independent study course or additional courses from the major or minor fields.
Once a student has successfully completed the qualifying examination and the 42 hours of required coursework, the student will sit for the comprehensive exam. The comprehensive exam consists of questions pertaining to the major and minor emphasis areas and has a written and an oral component. Students admitted as of fall 2013 are required to take their first attempt at the comprehensive exam at the end of the semester in which they will complete their required 42 hours of coursework. If a retake of the exam is necessary, the student may do so at the next offering. Comprehensive exams are offered every spring and fall semester. After two unsuccessful attempts, students will be dismissed from the program.

After successful completion of the comprehensive exam, the student enters into Ph.D. candidacy, often referred to as A.B.D. (All But Dissertation). The student will then compose a dissertation committee if they have not already done so, and write a dissertation proposal. The student will then orally defend the dissertation proposal in person to their committee.

Successful completion of the dissertation proposal defense leads to the student conducting research and writing their dissertation. After meeting all of the requirements of the dissertation committee, and fulfilling the requirements outlined in the dissertation proposal, the student will sit for an on-site dissertation oral defense. A minimum of 12 hours of enrollment in IDV 898 (Dissertation) is required for this phase to be complete.

Throughout the program, additional requirements, known as ‘Research Tools’, must be fulfilled. These Research Tools include the submission of a publishable peer reviewed scholarly manuscript and the presentation of their research at a national or international academic conference. Evidence of the completion of the Research Tools must be turned in to the program coordinator as soon as possible. Evidence supplied may be in the form of an e-mail acceptance or denial or the program from the conference at which a student presented.

Meeting all of the milestones stated above, meeting all deadlines set forth by the Graduate Reader and/or the Graduate School and a successful dissertation defense (including completed revisions) equates to earning your Ph.D.
Disability Accommodations (ODA)

In accordance with the Rehabilitation Act of 1973 and the Americans with Disabilities Act (1990), Southern Miss does not discriminate on the basis of disability in the admission or access to, or treatment or employment in its programs or activities. Reasonable accommodations for students with disabilities are provided through the Office for Disability Accommodations (ODA). ODA verifies eligibility for accommodations and works with eligible students to develop and coordinate plans for the provision of accommodations. Eligible students include those who are enrolled in degree and non-degree programs offered by The University of Southern Mississippi Gulf Coast, and are considered qualified to meet all university program requirements despite a disability, and meet the definition of disability as defined by the Rehabilitation Act of 1973 and the ADA.

Accommodations may include exam modifications, assistive technology, document conversion, interpreters, note-takers, and readers. In order to receive appropriate and timely accommodations, eligible students should contact the ODA before the semester begins to file an application and submit documentation of disability for review. The ODA is committed to creating a positive campus environment where students with disabilities are encouraged to pursue careers on the basis of personal interest and ability.

For an application and guidelines for documentation of disability, contact the Office for Disability Accommodations, The University of Southern Mississippi, 118 College Drive #8586, Hattiesburg, MS 39406-0001, or call 601.266.5024, 228.214.3232 or visit the Web site www.usm.edu/oda. Individuals with hearing impairments can use Mississippi Relay Services at 800.582.2233 (TTY) to contact campus offices.

Grading Policy

A — indicates excellent work and carries 4.0 quality points per semester hour.

A- — indicates excellent work and carries 3.7 quality points per semester hour.

B+ — indicates good work and carries 3.3 quality points per semester hour.

B — indicates good work and carries 3.0 quality points per semester hour.
B- — indicates good work and carries 2.7 quality points per semester hour.

C+ — indicates average work and carries 2.3 quality points per semester hour.

C — indicates average work and carries 2.0 quality points per semester hour.

C- — indicates average work and carries 1.7 quality points per semester hour.

D+ — indicates inferior work and carries 1.3 quality points per semester hour.

D — indicates inferior work and carries 1.0 quality point per semester hour.

E — indicates a course in progress. Not included in the grade point average, a grade of E shall be awarded for graduate thesis, recital, project, and dissertation courses and for such self-paced or skill courses as the Graduate Council may designate. An E shall be changed to a P only in the case of credit for thesis and dissertation and then only for the last recorded credit for these courses. Otherwise, the E remains on the record indicating that to receive credit the student must re-register for the course, repeating it on a regular basis until completing it. Upon completion, the appropriate grade, whether P or valuative, shall be assigned. IDV 898 (dissertation) hours fall into this category.

F — indicates failure and carries no quality points.

NA — indicates the instructor reported the student as not attending. The grade is considered as attempted, but no quality points are earned. The grade is calculated as an "F" in the student's grade point average.

I — indicates that a student was unable to complete course requirements by the end of the term because of extraordinary circumstances beyond his or her control. Poor performance or unexplained absences are not justification for the assignment of an I. If an I has not been removed by the end of the next semester (excluding summer term), it automatically becomes an F. Students are prohibited from enrolling in any course for which the current grade is I. The I grade is not used for thesis or dissertation hours. If a grade of I is issued, the student receiving and the professor issuing the grade must sign an Agreement for Completion form. Once an I grade automatically becomes an F due to failure by the student to complete the required materials for a specified course, no additional changes will
be made to the grade and it will be calculated as a F in the student’s grade point average.

W—indicates withdrawal from a class after the drop date.

P—indicates a passing grade in courses taken on a pass-fail basis (does not count in computing GPA).

Course Delivery

Courses in the International Development Doctoral Program (IDV) are delivered at the in-person sessions as well as online weekly classes. During the required in-person sessions each class will be allocated a block or more of time for the class to meet. During the non-in-person period classes meet weekly for a 2-hour time slot. These sessions are held at either 5pm-7pm or 7pm-9pm CST. The tool for online class delivery is Blackboard including the live video classroom. These classes, also commonly known as “chats” or synchronous discussion, require students to have an internet connection that is robust enough to handle video and audio simultaneously. Some professors choose to supplement live chat sessions with threaded discussions which are sometimes referred to as asynchronous discussion. No matter the class medium, the class meets, and often exceeds, the required number of contact minutes required by policy.

Course Descriptions

IDV 692 – Requires Departmental Consent
Special Problems
1-6 hrs.

IDV 699
Research Abroad
3 hrs.

IDV 699 CC
Research Abroad (Course Component)
3 hrs.
IDV 710 – Core Course
International Development Theory
3 hrs.
The intellectual heritage and the contemporary global framework of research and practice in international development, including foundations in various disciplines and fields of study.

IDV 711
International Political Economy
3 hrs.
Examination of the intersection of politics and economics in international development which influence international development models, theories, practice, and application.

IDV 712
International Law and Organization
3 hrs.
Examination of the history and development of international law and the rise of international organizations.

IDV 713
Globalization
3hrs.
Examination of the current debates and theories associated with the concept of globalization including proponents and critics of the process.

IDV 719 – Core Course
Research Design I
3 hrs.
Examination of the basic components of research design in the social sciences. Compares various research methods and explains the steps needed to create a research design.
IDV 720
Research Design II: Academic Publication
3 hrs.
Examination of the range of means through which academics can publish their research and writing. Affords students hands-on experience in producing work for consideration for publication in newspapers, journals, and books.

IDV 721 – Core Course
International Development Statistics I
3 hrs.
Provides a basic foundation in statistical methods as applied in development-related research to assist students in their own research work and make them better critical consumers of development literature.

IDV 722
International Development Statistics II
3 hrs.
Introduction to advanced statistics including multivariate analysis.
Prerequisite(s): IDV 721

IDV 725
Field Research I
3hrs.
Training in research methods conducted in a field setting, emphasizing international contexts.

IDV 726
Field Research II
3 hrs.
Exploration of primary qualitative data collection in a field environment. Students will actively engage in data collection in a field environment and meet with associated challenges.
Prerequisite(s): IDV 725 and IDV 729.
IDV 729 – Core Course
Qualitative Methods
3 hrs.
Introduction to qualitative methods as data collection in international development.

IDV 730
International Development Finance
1-6 hrs.
Provides a foundation of concepts and terminology in international economic and community development finance.

IDV 740
Grantmanship
3 hrs.
Provides students with the information resources and techniques for effective grant writing, to fund both research projects and development-related programs.

IDV 753 (pending approval)
Economic Sociology
3 hrs.

IDV 754
Economics for International Development
This course introduces students to the principal theories and methods of economics and its applications.
3 hrs.

IDV 791
Internship
1-6 hrs.
Provides students with professional experience in private firms, government agencies, or nongovernmental organizations. May be repeated up to a total of 12 hrs.
IDV 795
U. S. National Security Policy
3 hrs.
Examines structures, motivations, and major objectives of national security policymaking from a comparative perspective with emphasis on US national defense.

IDV 796
Practicum
1-6 hrs.
Provides students who have a career interest in teaching - either in higher education or in professional training - with pedagogical skills for their profession.

IDV 797 - Requires Departmental Consent
Independent Study and Research
3-6 hrs. Hours arranged.
**Not to be counted as credit toward a degree. Students actively working on dissertation, consulting with the major professor, or using other resources of the university may enroll in this course.

IDV 850
Current Issues
1-6 hrs.
Case studies in current international development practices and leading international development research issues. May be repeated up to a total of 12 hours.
Prerequisite(s): IDV 710 or permission of instructor.

IDV 851
Comparative International Political Development
3 hrs.
Examination of the contentious issues in contemporary global politics including debates over development and globalism.
IDV 852  
Comparative International Cultural Development  
3hrs.  
Examination of issues of culture which influence international development models, theories, practice and application. Issues include, but are not limited to, religion, language, food, gender, and roles of family.

IDV 853  
Comparative International Economic Development  
3 hrs.  
International development models, theories, practice and application. Examination of successes, failures of international economic development practice and policy.

IDV 854  
International Trade  
This course covers the benefits of trade for each country, global impact of trade, types of trade, economic integration, issue of balance of payments, foreign exchange, and trade and development. The consequences of trade restrictions are demonstrated  
3 hrs.

IDV 860  
Colloquium  
1-6 hrs.  
Seminars involving scholars, practitioners, and student colleagues in international development. May be repeated up to a total of 12 hours.

IDV 871  
Institutions in Development  
3 hrs.  
Provides an overview of the differences between management of international public organizations and NGOs through an examination of specific management processes.
IDV 872
Nation/State Building
3 hrs.
Examines a range of theories on approaches to and case studies of nation/state building in the contemporary global system.

IDV 873
The Political Economy of Global Climate Change
3hrs.
The impact of global warming on societies throughout the world and analysis of national and international solutions to global warming.

IDV 874
Ethnic Conflict and Civil War
3 hrs.
Exploration of ethnic conflict and civil war and their effects on states.

IDV 890
International Security
3 hrs.
Examines the causes and effects of international security issues and the array of strategies for addressing problems related to war and peace in world politics.

IDV 891
Homeland Security
3 hrs.
Examines the nexus of internal and external security policy in the aftermath of the 11 September terrorist attacks through an examination of the formulation, adoption, implementation, and evaluation of homeland security policy.

IDV 892
Terrorism and Unconventional Warfare
3hrs.
Exploration of terrorism and unconventional warfare as well as their effects on states.
IDV 898 - Requires Departmental Consent
Dissertation
1-12 hrs. For a minimum of 12 hours.

Core Courses

All students of the International Development Program, regardless of proposed major and minor emphasis areas, are required to take and pass the four core classes (12 semester hours). These classes are IDV 710, IDV 719, IDV 721 and IDV 729. Students are required to complete the core courses prior to enrolling in any major or minor field coursework. At the end of the semester in which the student completes the core coursework, s/he is required to take the Qualifying Exam.
Core courses are offered on a set rotation with two courses taught in the spring semester and two courses taught in the fall semester.

Qualifying Examination

Qualifying to Sit for the Examination

1. Students must have completed the four courses of IDV 710, IDV 719, IDV 721, and IDV 729.
2. These requirements are to be met by the end of the first year of coursework.
3. Student must sit for the exam at the earliest possible date after meeting the requirements stated above.

Notification of Program Director

A student must inform the IDV Program Director or designated person in writing (e-mail) of their intention to sit for the qualifying exams by the end of the first In-Person Session during the semester s/he will take the exam.

Preparations for Qualifying Examination

The IDV Program Director or designated person will serve as the point of contact for students preparing for the qualifying examination process. Please contact the
director or consult the IDV faculty members for questions related to the Qualifying Exam.

Composition of Qualifying Examination

Qualifying exams are comprised of a written component only. All students must sit for the written exam to continue in the program.

Administration of Written Qualifying Examination

The written Qualifying Exam is administered on campus and is proctored by an IDV faculty member. All students must take the exam on campus. The Qualifying Exams will be offered during the final in-person session each semester. The rules for the examination are as follows:

1) Students must bring nothing other than a writing implement with them into the room, scratch paper will be provided. If students have notes, books, purses, cell phone, PDAs, or any other items, they must leave them in a secure area provided by the program. Students may have a drink or food with them at the computer. A secured, non-Internet-connected computer will be provided with a Microsoft Word program for use in answering the questions.

2) Each student will be provided with a laptop computer. They will be told at the start of the day to create a folder with their code and to save their work frequently. Students will save the exam as a separate file (e.g. File #1). Students will not be allowed to take any copy of exams with them.

3) Students will have two hours for each of the sections (theory and methods). Students may not start early or stay after the examination time ends. Students may leave early if they finish before the allotted time expires. Students may leave the examination room to use the bathroom or get a drink but will not be permitted to check their cell phones, computers, or notes during these breaks.
**Grading**

Students will be provided with the results on the written sections of the exam within two weeks of the exam. Students may earn one of two grades on each of the sections of the exam: (a) Pass, or (b) Fail.

All core IDV faculty members will grade the two sections of the exam.

**Retakes**

If a student fails any portion of the qualifying examination, the entire test must be retaken at the next offering. The maximum number of times that a student can take the exam is two. A second failure would result in dismissal from the program.

**Research Focus**

The choice of research focus depends on a student's background and interest. Soon after successful completion of the qualifying exam students are encouraged to begin taking courses in their respective major and minor research areas.

The IDV program provides a multidisciplinary doctoral program that consists of four components. The components address different aspects of international development, consisting of economic, security, political, and social. These areas are grouped into:

-- Economic Development

-- Security Studies

-- Political Development

-- Social/Cultural Development (available as a minor only)

**Major Coursework**

Students are required to enroll in and successfully pass four classes (12 semester hours) from their major field of study. Each major field offers a number of classes specific to their area, two of which are requirements for the concentration.
Economic Development Courses
    IDV 722
    IDV 730
    IDV 754 – Required
    IDV 853
    IDV 854 – Required
    IDV 753 (pending approval)

Security Studies Courses
    IDV 795 - Required
    IDV 872
    IDV 874
    IDV 890 – Required
    IDV 891
    IDV 892

Political Development Courses
    IDV 711 – Required
    IDV 851 – Required
    IDV 871
    IDV 874
    IDV 892

Minor Coursework

In addition to the major concentration, students are required to enroll in and successfully pass three classes (9 semester hours) from a minor field of study. Students will select their minor concentration from the three remaining components of study. Two of the classes (six hours) must be selected from the required courses listed for the chosen area of concentration. The remaining course may be selected by the student from the list of courses offered in their minor field of study.
Social Cultural Development Courses (offered as a minor only)

IDV 713 – Required
IDV 725
IDV 852 – Required
IDV 871
IDV 872
IDV 873

Electives

Students are required to take three elective courses (9 semester hours) from the non-required courses listed under the major and minor fields, or courses listed below. Under exceptional conditions and with the approval of the IDV Director, three (3) credit hours of the nine (9) hours required may be fulfilled through an independent study.

Elective Courses:

IDV 692
IDV 699
IDV 699C
IDV 712
IDV 720
IDV 726
IDV 740
IDV 791
IDV 797
IDV 850
IDV 860
IDV 898

Once a student has successfully completed the qualifying examination and the 42 hours of required coursework, the student will sit for the comprehensive exam at the end of the semester in which they will complete the required coursework hours.
Comprehensive Examination

Purpose of the Comprehensive Examination

The purpose of the comprehensive exam is to ensure that the student is academically prepared to continue on to the next phase of their degree pursuit. The phase following the comprehensive examination is dissertation.

Qualifying to Sit for the Comprehensive Examination

In order to qualify to sit for the comprehensive examinations, which includes both written and oral components, a student must fulfill the following requirements:

1. Complete 42 hours of coursework, to include 12 hours of core coursework, 12 hours of coursework in a Major Field, 9 hours of coursework in a Minor Field and 9 hours of electives. NOTE: A student can sit for the comprehensive exams prior to completing all of the above coursework, so long as s/he is enrolled in the remaining hours needed during the semester s/he will sit for the comprehensive exams and meets the remaining requirements.
2. Compile an overall grade point average (GPA) of 3.0 or higher on all completed coursework.
3. Earn grades of “B-” or higher on all core courses and all courses in the student’s Major and Minor Fields. No incomplete grades in any course, be it core, major or minor, will be accepted.
4. Be enrolled in at least 3 hours of classes the semester the student takes the comprehensive examinations. If a student is not enrolled in at least 3 hours of classes they will not be allowed to sit for the examinations.

Notification of Program Director

A student must inform the International Development Program Director and/or Program Coordinator in writing (e-mail) of their intention to sit for the qualifying exams no later than the end of the first In-Person Session during the semester s/he will take the exam.
Preparations for Comprehensive Examinations

The Program Director or designated person will serve as the point of contact for students preparing for the qualifying examination process. Students will be responsible for reviewing the syllabi for all completed courses to obtain a list of all assigned, suggested and recommended reading materials. These readings will form the core foundation of the materials and knowledge base required to pass the comprehensive examination.

Composition of Comprehensive Examinations

Comprehensive exams are comprised of a written component and an oral component. Together, these two components comprise the comprehensive exams. All students must sit for both the written and oral portions of the exam.

The Comprehensive Examination consists of the following two sections in each component:

1) Major Field
2) Minor Field

Administration of the Written Component

The comprehensive exams are administered on the Long Beach, Mississippi campus of The University of Southern Mississippi and are proctored by an International Development faculty member. All students must take the exams on the Southern Mississippi campus located in Long Beach, Mississippi. The dates and times for the exams will be provided by the Program Director and/or Program Coordinator no less than six months in advance of the Comprehensive Examination.

The rules for the examination are as follows:

1) Students must bring nothing other than a writing implement with them into the room, scratch paper will be provided. If students have notes, books, purses, cell phones, or any other items, they must leave them in a secure area provided by the program. Students may have food or drink with them during the examination. A secured, non-Internet-connected computer will be provided by the Program that will have a Microsoft Word program installed for use in answering the exam questions.
2) Each student will be told at the start of the examination to create a folder with their assigned code name as the title. Students will be reminded to save their work frequently to the fore mentioned folder. Students will also create a separate file for each of the exams – one for the morning of day 1 (e.g. File #1) and one for the morning of day 2 (e.g. File #2). The file created will be collected at the end of each of the two exam days. Students will not be permitted to take a copy (in any form) of the exam with them.

3) Students will have 6 hours to complete the Major Field portion of the exam and 4 hours for the minor field portion of the exam. Students may not start early or stay after the allotted examination time ends. Students may leave early if they finish prior to the end of the allotted time. Students may leave the examination room to use the bathroom, but will not be permitted to check their cell phones, computers or notes during these breaks.

A typical day-by-day format for the administration of the exams is as follows:
Day 1 – Major Field – 6 hours – 8 a.m. – 2 p.m.
Day 2 – Minor Field – 4 hours – 8 a.m. – 12 noon

Administration of Oral Component

The oral portion of both sections of the exam, major and minor fields, will be administered on the day before the start of the final In-Person Session of each spring and fall semester.

Only the faculty members who specialize in a student’s Major and Minor fields will grade those respective sections of the oral exam (but others may participate), unless there is a tie vote, in which case an additional core faculty member will vote.

Grading

Students will be provided with the results on the written sections of the examination within two weeks of the last day of the week that they took those sections. Students may earn one of three possible grades on each section of the
examination: a) High Pass, b) Pass, or c) Fail. If a student earns a grade of High Pass on any one or more sections of the exam, s/he will not be required to sit for the oral portion of that/those section(s). Students will sit for the orals of all sections of the exam on which they earn grades of Pass or Fail on the written exams.

Only the faculty members who specialize in a student’s major and minor fields will grade those respective sections of the written exam unless there is a split vote. In the event of a split vote, an additional core faculty member will cast the tie-breaking vote.

The written and oral components are separate portions of the same exam and the examination may only be taken twice. If a student passes one portion of the examination and fails another portion, the retake will only consist of the portion that was failed during the first attempt. A second failure would result in the immediate dismissal of that student from the International Development Doctoral Program.

Retakes

If a student fails either or both portions (major or minor field) of the comprehensive examination, the failed portion(s) must be retaken as soon as practicable. The maximum number of times that a student can take the exam is two. A second failure would result in dismissal from the program.

Checking End of Semester Grades

Students will check their grades at the end of each semester by logging into their SOAR accounts. Paper grades will not be mailed out.

Students are asked at the end of each semester, when grades are posted, to evaluate the courses they just completed. Course evaluations are vital to the continued evolution of the courses to fit the needs of the students and program.
Research Tools

The goal of the research tools in the International Development Doctoral Program is to prepare doctoral students as social science researchers to maximize their career path opportunities post-graduation. These research tools are often found in traditional doctoral programs and are acquired by being present in a university setting. Since this traditional environment does not exist for IDV students instead the program has built these tools into the program to ensure that such opportunities are not missed.

1. Manuscript submission- Each student in the program must submit a publishable peer-reviewed scholarly article or chapter related to research. This manuscript submission does not require it to be accepted for publication, but the submission must be of sufficient quality and caliber that is worthy of publishing. The subject of the research must pertain to one of the areas of expertise in the IDV program.

2. Conference presentation- Each student in the program must submit their own research for presentation at a national or international academic conference and present this research. The number of opportunities a student has to disseminate their work is many during the course of their time in the program and therefore the goal should be to present research annually at a national or international conference even though the requirement is only one time. The subject of the research must pertain to one of the areas of expertise in the IDV program.

In-Person Sessions

The International Development Doctoral program embraces face to face sessions with our students (known as in-persons). Research indicates that a hybrid delivery educational model is a superior learning environment compared to that of just online education. And when facing one of the most difficult degrees there is to earn - a research-based doctorate - the more face-to-face time the better for the student. At the in-person sessions student have classes and much more.
workshops, time to interact with faculty outside the classroom and opportunities to meet peers from around the world with different interests, background and experiences.

Students in the IDV program are required to attend all in-person sessions until such time that they have completed all coursework and have passed the qualifying and comprehensive examinations.

Students are required to make their own travel arrangements to and from the campus, as well as their own hotel accommodations. The program provides all meals for the students during the in-person sessions.

During each in-person session, students are required to attend face-to-face meetings correlating with the coursework they are enrolled in during that particular semester. The program regularly invites individuals from both the academic and professional sphere to speak during meal times and to provide an additional perspective on IDV-related issues. Additionally, seminars and workshops are held and when not in class, students are encouraged to attend these additional in-person session elements. Workshops to assist students in preparing for the qualitative and comprehensive exams are offered as well as seminars on grant writing and professional development.

The dates for all in-person sessions are posted to the IDV website well in advance. Attendance at all in-person sessions is mandatory and an excuse is only given in the event of an extreme medical emergency (documentation required) or sudden military TDY.

*Fall/Spring*

During the fall and spring semesters, the IDV program hosts three in-person sessions at the USM Gulf Park Campus, Long Beach, MS. These in-person sessions take place at the beginning, middle and end of each semester:

* Fall - mid-August, mid-October and December
* Spring - mid-January, mid-March and early May

Each on-site in-person session begins at 7AM on Friday morning and ends at approximately 1PM on Sunday. Students are required to be present throughout the entire session.
Summer

During the summer semester, the IDV program hosts one in-person session at the USM Gulf Park Campus, Long Beach, MS. This in-person session takes place in late May or early June. The summer in-person session begins at 7AM Friday morning and ends at approximately 6PM on Saturday. Students are required to be present throughout the entire session.

Dissertation Process

The dissertation topic must be approved by the student's major professor and doctoral committee and must be an original and significant contribution to knowledge in the chosen field. The student’s doctoral committee must have a core IDV faculty member as the Chair and three additional members. Students may request that an expert in their field of research be allowed to serve on the committee in addition to the core IDV faculty members. The dissertation approval form must be submitted at least one semester before the student graduates. As appropriate, the Institutional Review Board and/or the Institutional Animal Care and Use Committee must approve the method before the study is begun. The signed approval forms and the approval letter must be included in an appendix of the dissertation. (See The Institutional Review Board section of Research Policies in Bulletin and at www.usm.edu/graduateschool.)

The guidelines for the preparation of dissertations are available on the Web at www.usm.edu/graduateschool.

The student must complete a minimum of twelve semester hours of IDV 898 (Dissertation) and must register for three semester hours the semester s/he defends the dissertation proposal and, later, the dissertation. Students must register for three semester hour of dissertation if they graduate the semester after they defend their dissertation.

The graduate reader ensures that dissertations meet the university requirements. Students should check the graduate studies web page for important deadlines and should make appointments with the graduate reader. They should allow ample time for revisions.
Students are responsible for meeting the dissertation deadlines that are listed on the thesis-dissertation deadline schedule on the Web at www.usm.edu/graduate-school/deadlines. If a student fails to meet the final deposit deadline, his or her degree will be awarded the next semester. The student must enroll for three semester hours of 898 that semester. The three copies of the dissertation must be deposited in The Graduate School.

Dissertation Oral Defense

After the dissertation has been accepted and at least six weeks before the candidate is scheduled to receive the degree, a final oral examination of the dissertation and related fields will be conducted by the student's doctoral committee and any other faculty members designated by the dean of the Graduate School. The examination will be open to any member of the graduate faculty. The results of the oral defense form should be submitted to The Graduate School immediately following the defense. After the doctoral committee members have been adequately consulted about the results of the student's research as well as the form and condition of the dissertation, the committee chair will schedule the defense with The Graduate School and other appropriate offices at least ten (10) working days in advance of the defense. The meeting will be open to any member of the faculty and, at the discretion of the chair, may be opened to the public. The committee chair, with advice from the committee, has complete authority for the conduct of the defense. The chair may recognize those wishing to ask questions about the candidate's research. Questions and resulting discussion should be appropriate. The committee chair may end the open part of the defense by restricting the meeting to the committee after an appropriate time. Discussion of the results of the defense must be limited to the committee members. A majority vote will determine the result of the defense and shall be reported to The Graduate School at the close of the meeting by the chair of the doctoral committee.

Dissertation Deadline Schedule

The Graduate School maintains a schedule of deadlines for students writing theses and dissertations. The schedule is available at www.usm.edu/graduateschool and in The Graduate School.
Graduation

**Students should be aware that applications for degree must be submitted one semester in advance of the semester or term in which they plan to graduate.**

The doctoral student must have the documents listed below on file with The Graduate School. Students are advised to check their files in The Graduate School for completeness of documentation. Students should check the "milestone" section of their advising transcript (GRDII) to verify these documents have been received by The Graduate School. See www.usm.edu/graduateschool for list of forms and online versions of forms.

Plan Of Study Form

Students must submit a "plan of study" form to The Graduate School by their second semester of enrollment. See www.usm.edu/graduateschool for specific directions.

Research and Scholarly Integrity Education

Students must submit the RSIE completion certificate by the end of the 2nd month of the first semester they are enrolled. (November, March, July)

Qualifying Exam Results Form

The department chair should submit the form to the graduate degree auditor indicating that the student has completed the qualifying exam if it is required.

Doctoral Committee Appointment Form

The department chair should submit the form to The Graduate School indicating who will serve on the student's committee. A letter of appointment will be sent to the committee members and adviser by the dean of the Graduate School.
Comprehensive Exam Results Form

The doctoral committee chair should submit the results of the comprehensive exam form to the graduate degree auditor.

Application for Degree

The student should present two copies of the Application for Degree form, and pay fees during the semester preceding that of graduation. See www.usm.edu/graduateschool for details. Students can pay fees online. Students not graduating in the semester for which they applied must contact the graduate degree auditor and submit a deferment form.

Dissertation Prospectus Approval and Application for Candidacy Form

After completing all the requirements for the doctoral degree other than the dissertation and after the dissertation prospectus has been approved at least one semester prior to graduation, the student must file two copies of the form with the graduate degree auditor and one copy with the adviser, before or at the time the application for degree is filed. Students are reminded to secure approval of the Human Subjects Review Committee or the Institutional Animal Care and Use Committee if necessary. Approval letters must be in an appendix. Students should consult the chair of these committees as to the need for Human Subjects (IRB) and IACUC approval.

Dissertation Defense Results Form

The doctoral committee chair should submit the results of the oral defense of the dissertation form to the graduate reader immediately following the defense. A copy of the dissertation title page should also be submitted. Final copies of the dissertation must be deposited in The Graduate School. (See deadlines: www.usm.edu/graduateschool.)
Checklist

☐ FERPA form
☐ Plagiarism form
☐ RSIE form
☐ Plan of Study
☐ Core Courses
  ☐ IDV 710
  ☐ IDV 719
  ☐ IDV 721
  ☐ IDV 729
☐ Qualifying Exam
☐ Declaration of Major and Minor concentrations
☐ Major Courses
  ☐ 2 Required
  ☐ 2 Selected
☐ Minor Courses
  ☐ 2 Required
  ☐ 1 Selected
☐ Elective Courses
☐ Comprehensive Exam
  ☐ Written Component
  ☐ Oral Component
☐ Committee Request form
☐ Dissertation Proposal form
☐ Dissertation Defense form
☐ Application for Degree
  ☐ Cover Sheet
  ☐ Exit Survey of Graduate Degree Recipients
  ☐ Receipt of Fee Payment
  ☐ Final Plan of Study
Southern Miss. Resources

ADA – phone: 1.228.214.3232
  Web: http://www.usm.edu/oda
Blackboard – https://usm.blackboard.com/
Email (Student) – eagles.usm.edu
Financial Aid – phone: 1.228.865.4513
  Web: http://www.usm.edu/gulfcoast/financial-aid
Graduate School – phone: 1.601.266.4369
  Web: http://www.usm.edu/graduate-school
Graduate Bulletin –
  http://catalog.usm.edu/content.php?catoid=6&navoid=399
IDV – phone: 1.228.214.3240
  Web: http://www.usm.edu/idv
iTech – phone: 1.601.266.4357
  Web: http://www.usm.edu/itech
Library – phone: 1.228.214.3450
  Web: http://www.lib.usm.edu/gulfcoast.html
SOAR – https://info.usm.edu/soar/
Veteran Affairs – phone: 1.228.214.3244
  Web: http://www.usm.edu/gulfcoast/financial-aid/veterans-affairs