Graduation Information & Continuous Enrollment

Special Requirements

To complete the Ph.D. degree in Instructional Technology and Design, students must achieve a minimum 3.0 cumulative grade point average, complete all course work, pass comprehensive examinations, and successfully complete and defend a dissertation. All requirements for the degree, except the dissertation and final oral examination, must be completed within a period of six years. This time requirement dates from the first registration for graduate courses on a student's program of study. Doctoral candidates have eight years in which to complete their program degree requirements including the completion and defense of the dissertation.

Continuous Enrollment

A. Students must register for three (3) hours of coursework during the semester in which they take their comprehensive examinations, and/or have a prospectus approval meeting.

B. After a doctoral student completes his or her comprehensive examination, continuous enrollment in at least one (1) semester hour must be maintained during each fall and spring semester until the student successfully defends the dissertation. Failure to enroll for the appropriate hours will result in the student's being discontinued from Southern Miss and will require that the student reapply for admission to the program.

C. Students must enroll for one (1) hour if they are using university services, e.g., clinic, library and/or technology services, consulting their thesis/project advisor. Students who fail to enroll continuously must reapply for admission. Students who fail to enroll continuously must reapply for admission and must pay the required fees.

D. Students must register for three (3) 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.

E. 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 one (1) hour of 898 (dissertation) during the semester or term in which the degree will be awarded.

F. 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. Exemptions will be granted if the student is absent from the University in order to conduct fieldwork, including work in archives and libraries, or who are absent to assume pre-doctoral fellowships; exemptions will not be granted to students who discontinue their enrollment to assume or to continue positions in business, industry, or education. Students who fail to enroll continuously must reapply for admission and must pay the required fees.

Research and Scholarly Integrity Education

All graduate students must complete the RSIE training modules required by the Graduate School and their departments the first semester they are enrolled in graduate school. The RSIE policy and training information are found on the Graduate School web page: http://www.usm.edu/graduate-school/research-and-scholarly-integrity-education

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.

Leave of Absence

Under special circumstances such as illness, family hardship, or military service, a student may request a leave of absence. Leaves of absence will be granted for one semester or longer as circumstances warrant. Requests for a leave of absence should be submitted in writing to the department chair or director. The chair will then forward his or her recommendation to the dean of the Graduate School. The dean of the Graduate School will notify the student and chair or director of the decision. Normally, requests should be submitted at least one semester before the leave of absence.

Application for Degree and Audit

Students should submit to the graduate degree auditor a signed, completed application for degree by the specified deadline the semester before they wish to graduate. The graduate degree auditor will check the application and notify the student and his or her adviser of any problems. See http://www.usm.edu/graduateschool for specific directions and deadlines. Students who do not graduate the semester for which they applied must contact the graduate degree auditor, submit a deferment form, and pay a deferment fee.

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Ph.D. in Instructional Technology and Design
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