



Philadelphia • Dallas • New York • London

Ph.D. Historical/Theological Program Guide to Deadlines

- ❑ **Initial Registration for courses**
- ❑ **During 1st year of courses** – PT 421P Theological Bibliography and Research Methodology
- ❑ **1 year from registration** – Preliminary exams
- ❑ **No later than September of 2nd Academic year** – 1st Modern Language Exam
 - If not sustained, student notifies Field Committee by November 15 of plans to learn language
 - Take the exam by May of the 2nd Academic year
 - If not sustained – student put on probation and given 1 final attempt September of 3rd Academic year
 - If not sustained – removed from program
- ❑ **No later than September of the 3rd Academic year** – 2nd Modern Language Exam
- ❑ **1 month prior** to taking Comprehensive Exams – student must provide written notification to the Coordinator of Field Committee of intent
- ❑ **Within 4 years after registration** – Comprehensive exams - written and oral - for Historical/Theological students
- ❑ **1 semester after sustaining Comprehensive Exams** - Dissertation proposal approval for Historical/Theological students (admitted to Full Candidacy)
- ❑ **January 15 after three years after dissertation proposal approval** – Submit three copies of your completed dissertation along with appropriate fees to the Academic Affairs Office
 - Copies should be on regular copier paper, hole-punched and submitted in three ring binders
- ❑ **Upon Approval of Dissertation** – Faculty set date for defense/final exam
- ❑ **May 1st of graduating year** – Submit your approved dissertation in its final form to the Academic Affairs office.
 - One copy must be on 20 lb, 100 percent cotton paper (no exceptions)
 - One copy may be on regular copier paper
 - Submit both copies flat in a box, do not hole-punch