

French and Francophone Studies, PhD

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Degree Requirements Doctoral Candidacy

To earn a PhD at Washington University, a student must complete all courses required by their department; maintain satisfactory academic progress; pass certain examinations; fulfill residence and Mentored Experience Requirements; write, defend, and submit a dissertation; and apply to graduate via Workday Student. For the details of doctoral degree general requirements in Arts & Sciences, including an explanation of Satisfactory Academic Progress, students should review the Doctoral Degree Academic Information page of the Arts & Sciences *Bulletin*.

Program Requirements

- **Total Units Required:** 51 for students without an MA; 60 for students with an MA (**Note:** Remission applies for a maximum of 72 graduate-level units.)
- **Degree Length:** 6 years for students without an MA; 5 year for students with an MA
 - **Note:** Students must be enrolled in 9 graduate credits each semester to retain full-time status. As students complete their course work, if enrolled in fewer than 9 graduate credits, they must enroll in a specific Arts & Sciences graduate course that will show 0 units but does count as full-time status. Students should connect with their department to ensure proper enrollment prior to Add/Drop.
- **Grade Requirement:** Students need to take courses for a letter grade and earn a B or better, with a B average overall.

Optional pedagogical or interdisciplinary study can be acquired by means of one of the graduate certificate programs in Arts & Sciences.

Students in the PhD in French and Francophone Studies program take courses in all areas of French and Francophone studies, as well as a number of courses in a related secondary field of their choice, for a total of 51 units for students entering without an MA or 60 units for students entering with an MA (who may transfer 18 units) at the graduate level. Students may also pursue a graduate certificate for a total of 72 credits. During their third semester, students take the MA exam. During the semester after they finish their courses, students take the PhD exam, for which they submit proposed syllabi for a two-semester sequence of undergraduate literature courses and two qualifying papers (potentially publishable articles of 25 pages, revised from seminar papers in two different periods). An oral exam by the entire faculty, based on these

submissions, will follow. Students further defend their dissertation prospectuses before their thesis committees of three faculty members. They then have approximately two years to complete the research and writing of their dissertations, which they defend during the last semester of their programs.

Qualifying Examinations

Progress toward the PhD is contingent upon the student passing examinations that are variously called *preliminary*, *qualifying*, *general*, *comprehensive*, or *major field exams*. The qualifying process varies according to the program. In some programs, it consists of a series of incremental, sequential, and cumulative exams over a considerable time. In others, the exams are held during a relatively short period of time. Exams may be replaced by one or more papers. The program, which determines the structure and schedule of the required examinations, is responsible for notifying the Office of Graduate Studies, Arts & Sciences, of the student's outcome, whether successful or unsuccessful.

Mentored Experience Requirements

Doctoral students at Washington University must complete a department-defined Mentored Experience. The Mentored Experience Requirement is a doctoral degree requirement that is notated on the student's transcript when complete. Each department has an established Mentored Experience Implementation Plan in which the number of units that a student must earn through Mentored Teaching Experience(s) and/or Mentored Professional Experience(s) is defined. The Mentored Experience Implementation Plans outline how doctoral students within the discipline will be mentored to achieve competencies in teaching at basic and advanced levels. Some departments may elect to include Mentored Professional Experiences as an avenue for completing some units of the Mentored Experience Requirement. Doctoral students will enroll in ASGS 8005, 8010, or 8015 Mentored Teaching Experience - Assistant in Instruction; ASGS 8020 Mentored Teaching Experience - Mentored Independent Teaching; or ASGS 8120 Mentored Professional Experience to signify their progression toward completing the overall Mentored Experience Requirement for the degree.

The Doctoral Dissertation

A Research Advisory Committee (RAC) must be created no later than the end of the student's third year; departments may set shorter timelines (e.g., by the end of the student's second year) for this requirement. As evidence of the mastery of a specific field of knowledge and of the capacity for original scholarly work, each candidate must complete a dissertation that is approved by their RAC.

A Title, Scope & Procedure Form for the dissertation must be signed by the committee members and by the program chair. It must be submitted to the Office of Graduate Studies, Arts & Sciences, at least six months before the degree is expected to be conferred or before the beginning of the fifth year of full-time enrollment, whichever is earlier.

A Doctoral Dissertation Guide and a Dissertation Template that give instructions regarding the format of the dissertation are available on the website of the Office of Graduate Studies, Arts & Sciences. Both should be read carefully at every stage of dissertation preparation.

The Office of Graduate Studies, Arts & Sciences, requires each student to make the full text of the dissertation available to the committee members for their review at least one week before the defense. Most degree programs require two or more weeks for the review period; students should check with their faculty.

The Dissertation Defense

Approval of the written dissertation by the Research Advisory Committee (RAC) is strongly recommended before the student can orally defend the dissertation. The Doctoral Dissertation Committee that examines the student during the defense consists of at least five members. Normally, the members of the RAC also serve on the Doctoral Dissertation Committee. The dissertation committee is then additionally augmented to ensure that the following criteria are met:

1. Three of the five members (or a similar proportion of a larger committee) must be full-time Washington University in St. Louis faculty members or, for programs involving Washington University in St. Louis-affiliated partners, full-time members of a Washington University in St. Louis-affiliated partner institution. All members must be authorized to supervise PhD students and have appropriate expertise in the proposed field of study. One of these three members must be the PhD student's primary thesis advisor, and one may be a member of the emeritus faculty.
2. All other committee members must be active in research/scholarship and have appropriate expertise in the proposed field of study whether at Washington University in St. Louis, at another university, in government, or in industry.
3. At least one of the five members must bring expertise outside of the student's field of study to the committee, as judged by the relevant department/program and approved by the Office of Graduate Studies, Arts & Sciences.

The approval processes outlined in the RAC section of the Doctoral Council bylaws also apply to the doctoral dissertation committee, including approval of each dissertation committee by the Office of Graduate Studies, Arts & Sciences.

The student is responsible for making the full text of the dissertation accessible to their committee members for their review in advance of the defense according to program rules. Washington University in St. Louis community members and guests of the student who are interested in the subject of the dissertation are normally welcome to attend all or part of the defense but may ask questions only at the discretion of the committee chair. Although there is some variation among degree programs, the defense ordinarily focuses on the dissertation itself and its relation to the student's field of expertise.

Attendance by a minimum of four members of the Doctoral Dissertation Committee, including the committee chair and an outside member, is required for the defense to take place. This provision is designed to permit the student's defense to proceed in case of a situation that unexpectedly prevents one of the five members from attending.

Students should not plan in advance to only have four members in attendance. If four members cannot attend, the defense must be rescheduled. The absence of all outside members or of the committee chair also requires rescheduling the defense.

Students, with the support of their Doctoral Dissertation Committee chair, may opt to hold their dissertation defense in person or by utilizing a virtual or hybrid format.

Submission of the Dissertation

After the defense, the student must submit an electronic copy of the dissertation online to the Office of Graduate Studies, Arts & Sciences. The submission website requires students to choose among publishing and copyrighting services offered by ProQuest's ETD Administrator. Students are asked to submit the Survey of Earned Doctorates separately. The degree program is responsible for delivering the final approval form, signed by the committee members at the defense and then by the program chair or director, to the Office of Graduate Studies, Arts & Sciences. Students who defend their dissertations successfully have not yet completed their PhD requirements; they finish earning their degree only when their electronic dissertation submission has been accepted by the Office of Graduate Studies, Arts & Sciences.