

RECERTIFICATION

BGS requires any student who has not completed the PhD after six years of full-time study to undergo a recertification process, as determined by the student's graduate group.

BIOCHEMISTRY AND MOLECULAR BIOPHYSICS

Procedures for BMB Requalification Examination Committee:

The four faculty serving on the student's Working Thesis Committee shall constitute the Requalification Exam Committee. Members of the Working Thesis Committee are the most familiar with the student's progress in the program. Therefore, they should be able to make an informed assessment of the student's potential to complete the program successfully. In addition, the Chair of the Graduate Group and the Chair of the Academic Review Committee are members of the Requalification Exam Committee. The mentor shall not be present, but may provide a letter of information.

Format for the Exam: The exam will be oral. Members of the Requalification Exam Committee will prepare and ask questions that probe basic knowledge in general areas of biochemistry, biophysics and molecular/structural biology. While some questions may focus on the particular field of a student's activities, they will not be limited to it. Members of the Committee will also probe the student's ability to critically analyze a problem and present creative solutions.

Evaluation mechanism: At the end of the exam, the student will be invited to leave the room. Members of the Committee will discuss whether to pass or fail the student based on: the student's performance in the oral exam; the student's overall progress in his/her dissertation work; an assessment from the student's advisor. While the final decision (pass/fail) will be subject to vote by members of the Committee, members are encouraged to engage in an open, frank discussion until a consensus is reached. The Chair of the Requalification Exam Committee will inform the student of this decision.

Completion of Ph.D. Degree: Upon satisfactory re-qualification the student must complete all requirements for the Ph.D. degree, including the deposit of the dissertation, within one year.

CELL AND MOLECULAR BIOLOGY

At a special meeting of the Thesis Committee plus three members of the CAMB Executive Committee, the student will make a 50 minute presentation of work completed to date, plans for future experiments and a detailed time line for completion. This must be approved by the Thesis Committee and the CAMB Executive Committee. Upon satisfactory re-certification, the student must complete

all requirements for the PhD, including deposit of the dissertation, within one year.

GENOMICS AND COMPUTATIONAL BIOLOGY

In GCB, after initial certification that the student has passed all course work and required preliminary exam(s), the student will have five years to complete: 1. the thesis, 2. the thesis defense, and 3. submission of approved thesis. Students who have not completed all three requirements within 5 years of first registering for dissertation tuition, will cease to be Ph.D. candidates unless they pass a Recertification Exam.

IMMUNOLOGY

For students who reach a fifth year post candidacy, several steps will be taken to establish the underlying basis for inordinately slow academic progress, and to reach agreement on how to proceed to best serve the student. This process will occur annually, if need be, for students beyond their 5th year post candidacy. The student, his/her mentor, and the thesis committee chairperson will meet with the IGG executive committee and will review all work completed to date, outline any extenuating circumstances that may have delayed progress, and propose an academic plan and timetable for completion of the degree, not to exceed one year. Exceptions to this rule may be considered by the executive committee only under extenuating circumstances, (e.g.; a student has changed thesis laboratory during their training, but is making satisfactory progress in the new lab). Following this presentation and any discussion, and in the absence of the mentor and student, the executive committee will confer and will EITHER: (1) Recommend extension, indicating their rationale for deciding that satisfactory academic progress is being made. Further they may either accept the plan for completion of degree or further modify to the plan, at their discretion. The plan will be conveyed in writing under the IGG chairperson's signature to the student, mentor and thesis committee chairperson. In addition, the IGG chairperson, or his/her designee, will become an ex officio member of the thesis committee. The student and mentor will then meet with the thesis committee and report milestones at four month or more frequent intervals, with the IGG chair acting as liaison to the executive committee; or (2) recommend a terminal masters degree, with an outline of requisites for conferral; or (3) recommend termination without degree. Upon satisfactory re-certification, the student must complete all requirements for the PhD, including deposit of the dissertation, within one year.

NEUROSCIENCE

(1) the first stage is the thesis committee meeting (which occurs at least twice/year

when the student is at the re-certification stage); this meeting is the equivalent of a repeating prelim exam, because our prelim exam is a thesis proposal defense.

(2) the second stage is the yearly review of student progress by the NGG academic review committee (ARC); the ARC assesses the progress of all NGG students, using amongst other resources the thesis committee reports, and provides feedback to students and their advisors regarding student progress.

PHARMACOLOGICAL SCIENCES

At the end of the fourth year of thesis research, the student must submit a written plan outlining experiments for completing her/his thesis research to the thesis committee and to the Graduate Group Executive Committee. At the end of the fifth year of thesis research, the student must present a 50 min seminar open to the public on research progress thus far. This will be followed by a meeting of the student, advisor, thesis committee, and 3 members of the executive committee in which the plan for completing the thesis that was submitted at the end of the fourth year will be evaluated for progress and a precise time line for completing the thesis research and defense of it will be presented by the student. This must then be approved by the 3-member panel from the Executive Committee for the student to continue in the PhD program.

