

Rules for 699-Prospectus Oral Presentation Department of Political Science

Name: _____ is scheduled to take the Prospectus (699) oral presentation this **FALL** _____ **SPRING** _____ **SUMMER** _____ **20** _____ semester

Our records indicate that the members include:

_____	Chair
_____	Co-Chair
_____	Member
_____	Member
_____	Member

This document provides a summary of the procedures for the Prospectus exam. If you need additional information, please consult the Department's set of rules in "The Graduate Program: Department of Political Science," or ask the Graduate Director or Graduate Coordinator.

1. The Prospectus Presentation is an oral review of the student's 699 dissertation proposal. This exam should take place by the end of the Fall semester, after successfully passing the Comprehensive Oral Examination process.
2. The Committee must consist of two members who are tenured/tenure eligible faculty in the Department of Political Science. If one member of the committee is a non UA employee, you will need three faculty members from the department for a total of four.
3. Students must register and submit this form to take an exam by August 12th to the Graduate Coordinator. Students will not be allowed to take an exam unless they have submitted this form to do so.
3. Presentation of the prospectus will last a minimum of one hour and no more than two hours.
4. Scheduling shall be no less than two and no more than four weeks after the 699 prospectus has been distributed to the three-member guidance committee and graduate studies director.
5. Following the oral presentation, the Committee will evaluate the student's performance on the 699 prospectus using the categories High Pass, Pass, or Fail. The completed Department Report of the Prospectus Examination form is to be given to the Graduate Coordinator along with a hard copy of the finished and approved prospectus after the oral presentation.
6. After assessing a passing performance, the Guidance Committee needs to decide whether the student may proceed with the dissertation.
7. The successful oral presentation of the dissertation prospectus will indicate progression toward going on the job market. Students will not be afforded any departmental resources to go on the job market unless they have passed the presentation of their prospectus with a unanimous vote from their Dissertation Committee.