

## **Doctoral Degrees in Curriculum and Instruction Department of Curriculum and Teaching**

University of Kansas  
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The Department of Curriculum and Teaching offers programs in curriculum and instruction leading to the Doctor of Education and the Doctor of Philosophy degrees.

### **ADMISSION PROCEDURE:**

Acting on the behalf of the Department of Curriculum and Teaching Graduate Committee, the graduate admissions coordinator will evaluate all requests for admission to doctoral study within the department. Final admission decisions are made by the Graduate School. Prior to recommending the applicant for admission the graduate admissions coordinator will secure agreement from a department faculty member, who holds the right to chair doctoral dissertations, to serve as the academic advisor. Admission requests will be referred to the Graduate Committee in cases where:

- (a) the student does not clearly qualify for admission, or
- (b) agreement to act as the student's advisor cannot be secured (but the student is otherwise admissible), or
- (c) the student contests the admission decision.

Applicants new to graduate study at the University of Kansas must submit the following materials to the department's graduate admissions coordinator:

1. Application for admission to the Graduate School, along with the nonrefundable application fee.
2. A career goal statement.
3. One official transcript of all college level academic work, both graduate and undergraduate.
4. Scores of at least 500 each on the verbal and quantitative sections on the Graduate Records Examination.
5. Three letters of recommendation from people who can comment on the applicant's ability to complete a program of doctoral study—not character references. For Ed.D. candidate's only, a letter of recommendation indicating a record of at least 18 months of successful professional experience.
6. An article, paper or other composition (excluding letters, lesson plans, and memos,) that is an example of the applicant's best writing. Short paper please, not a copy of your thesis.
7. For students whose first language is other than English, TOEFL scores of at least 590(243) or equivalent evidence of satisfactory English proficiency (such equivalency is a degree from an accredited American university). This must be submitted in addition to the above documents. International students must also submit a financial statement and letter of support from their sponsor is applicable.

### **ADMISSION CATEGORIES AND 12-HOUR CHECK**

Students may be admitted to doctoral study with regular or provisional status.

#### **Regular Status:**

An applicant who meets the following requirements will be eligible, upon the recommendation of the graduate admission coordinator, for admission with regular status as a *degree-seeking aspirant*.

1. A Master's degree (or first 30 hours) grade point average of 3.5 on a 4.0 scale from an institution with requirements substantially equivalent to those of the University of Kansas. The applicant's post-Master's grade point average must have remained 3.5 on a 4.0 scale.
2. A score of at least 500 on the verbal section and a score of at least 500 on the quantitative section for a total score (verbal plus quantitative) of at least 1000 on the Graduate Record Examination.
3. For students whose first language is other than English, a score of 590 (243) or greater on the TOEFL, certified by the Applied English Center, or equivalent is also required. One such equivalency is a degree from an accredited American university or an equivalent university where English is the major language of instruction. (Both the GRE and TOEFL (or equivalent) is required for these students.) See the procedures section which follows Master's Degree Requirements section in the Graduate School Catalog.

#### **Provisional Status:**

An applicant who is not eligible for regular status, but who meets the following requirements, will be eligible, upon the recommendation of the graduate admissions coordinator, for initial admission as a provisional *degree-seeking, pre-aspirant* student.

1. A Master's degree (or first 30 hours) grade point average of 3.25 to 3.49 on a 4.0 scale from an institution with requirements substantially equivalent to those of the University of Kansas. A total GRE (verbal plus quantitative) of at least 900, with neither the verbal nor quantitative being less than 500. Also, the applicant's post-Master's degree grade point average must have remained at least 3.25 on a 4.0 scale.

#### **OR**

2. A Master's degree (or first 30 hours) grade point average of at least 3.5 on a 4.0 scale, from an institution with requirements substantially equivalent to those of the University of Kansas. A total GRE score (verbal plus quantitative) of less than 1000, with neither the verbal nor quantitative score being less than 400. Also, the applicant's post-Master's degree grade point average must have remained at least 3.5 on a 4.0 scale.

**OR**

3. A non-native speaker of English who meets all requirements for regular admission to the Department of Curriculum and Teaching, but whose TOEFL score is between 570(230) and 589(242). There is no provisional status available for TESL program applicants based on TOEFL scores.

**OR**

4. A non-native speaker of English whose TOEFL score is at least 590(243), who meets the Master's grade point average requirement for regular admission, and who has a GRE quantitative score of at least 500.

**Note:** For students whose first language is other than English, a score of 590 on the TOEFL, certified by the Applied English Center, or equivalent is also required. One such equivalency is a degree from an accredited American university or an equivalent university where English is the major language of instructions. (Both the GRE and TOEFL(or equivalent) are required for these students.) See the procedures section which follows Master's Degree Requirements section in the Graduate School Catalog.

For students initially admitted in the provisional (pre-aspirant) category, a pre-planned 12 hour program at the post-Master's level must be submitted at the time of admission and with approval from the proposed graduate advisor. The 12 hours must consist of regularly scheduled courses graded ABCDF. A grade point average of 3.5 in the 12 hour pre-aspirancy, pre-planned program must be attained in order to achieve regular status. The student's advisor will verify the grade point average and submit a Do-All form to initiate the change of status.

**Students Advisory Committee**

A student's advisory committee composed of at least three Graduate Faculty members and chaired by the student's advisor. A Graduate Faculty member from the Department of Curriculum and Teaching holding right to chair doctoral dissertations, will be appointed no later than the first semester of enrollment as a doctoral student. Where a minor area(s) is part of the doctoral program, a Graduate Faculty member from the minor area will be included on the advisory committee.

**Written Doctoral Program Plan**

Students admitted to doctoral programs in the School of Education are required to file with the Graduate Office a program of study leading to the doctoral degree before completion of one year post Master's enrollment or 12 credit hours of doctoral work have been completed (whichever comes first). This includes pre-aspirancy, as well as aspirancy status doctoral students. The program of study must be signed by all members of the student's advisory committee. Students completing 12 hours without having a program of study on file, will not be permitted to enroll until such time as a program has been filed.

**Common Core Requirements for Doctoral Degrees**

All doctoral students shall complete the following courses as part of their graduate work (Master's or post-Master's). Generally this should be done before the comprehensive examination for the doctorate is scheduled. Specific courses which are to apply must be approved by the student's advisory committee.

1. One course in statistics or research
2. One course in human learning or development
3. One course in the history or philosophy of education
4. One course in general curriculum (C&T 800 or 802)
5. One course in general instruction (C&T 806, 803, or 901)
6. One seminar in Trends and Issues in Curriculum and Instruction (C&T 998)

**Basic Research Skills:**

The student must demonstrate mastery of basic research skills by successfully completing:

1. One course in methods of research
2. One course in statistics
3. One additional course elected from statistics, research design, measurement, or computer science.

**Note:** Courses taken to fulfill #1 of the core requirement for all doctoral students may also count toward this requirement.

**Maximum Tenure:**

No more than eight years may elapse from the first enrollment in the doctoral program until the requirements for the degree have been completed. A student may petition the Graduate Division through the department for leave of absence during either the pre- or post-comprehensive period to pursue full-time professional activities related to the student's doctoral program and long-range professional goals. Leaves of absence may also be granted because of illness or other emergency. A leave of absence may be granted for one or at most two years.

**Comprehensive Examination:**

When a doctoral aspirant has completed the major portion of the courses at a level satisfactory to the department and school and has met all other departmental, school, and university requirements prerequisite to the comprehensive oral examination, including the basic and applied research skill requirements for the program, the department shall request the Graduate Division to schedule the comprehensive written and oral examinations. The minimum required advance notice time between such a request and the desired examination date is two weeks. The committee for the comprehensive written and oral examinations shall consist of at least five members, all of whom must be members of the Graduate Faculty. At least one of the members must be from a department other than the aspirant's major department; ordinarily this member represents the student's minor area for Ph.D. candidates. The examination will be scheduled provided that no less than five months shall have elapsed from the time of the aspirant's first enrollment at the University of Kansas.

The written comprehensive examination taken by doctoral students in the School of Education is focused in two areas: (1) the student's major area of study and (2) the student's minor area of study where required. Responses to questions in the major and minor areas are to be evaluated by all members of the student's comprehensive examining committee. If a student fails either the major or minor portions of the written comprehensives, it will be left to the examining committee to determine whether the entire written portion of the exam or only the failed portion(s) need to be retaken (no sooner than the next scheduled examination period). In order to pass the written portion of the comprehensive exam, the student must be evaluated as having satisfactorily completed questions in both the major area and the minor area (when a minor area is required).

Students in doctoral programs in the School of Education are required to pass both the written and oral components of the comprehensive examination. Satisfactory performance on the written examination must be attained before the oral examination may be attempted. To fail either component is to fail the exam.

If a student passes the written component but fails the oral, the examining committee will determine if both components or only the oral need be repeated (after the minimal 90-day interim period). The grade on the comprehensive oral examination will be "Honors," "Satisfactory," or "Unsatisfactory."

A student may enroll for dissertation hours during the semester in which the examination is taken. If the student fails, the dissertation hours will not be counted toward degree requirements.

The duration of the entire written comprehensive examination is to be at least 16 hours. The written comprehensive examination for doctoral students in education will be taken during any of three regularly scheduled periods. These times will be announced each year by the School of Education Graduate Office and will *approximately* conform to:

Fall semester:..... 2<sup>nd</sup> week of October\*  
Spring semester:..... 2<sup>nd</sup> week of February\*  
Summer session:..... 2<sup>nd</sup> week of June\*

*\*Note: Students are advised to check with the School of Education Graduate Office for exact dates.*

#### **Candidacy and Dissertation Committee:**

Upon passing the comprehensive oral examination, the aspirant becomes a candidate for the doctorate. The Graduate Division of the School of Education shall designate the candidate's dissertation committee at this time, based on the recommendations of the candidate's major department. The dissertation committee shall consist of at least three members and may include members from other departments and/or, on occasion, members from outside the university. (All members of the committee must be chosen from the Graduate Faculty, and the chairperson must, in addition, be authorized to chair doctoral dissertations.)

A prospective member of the committee from outside the university must have gained approval as an ad hoc member of the Graduate Faculty prior to appointment to the committee. The dissertation proposal is to be read by all members of the dissertation committee. Work on the dissertation can be continued only after the proposal has been approved by the dissertation committee. One copy of the approved dissertation proposal, signed by all members of the dissertation committee, is to be submitted (with a Do-All form) to the School of Education Graduate Office.

#### **Post Comprehensive Continuous Enrollment:**

After passing the comprehensive examination, the aspirant becomes a candidate and must be continuously enrolled *including summer session* until the degree is completed. This enrollment shall accurately reflect the candidate's demands on faculty time and university facilities. Students are expected to earn 24 dissertation hours with a minimum of 18 credits in post-comprehensive enrollments which may include the hours taken during the period in which the examination was passed.

A student shall be continuously enrolled until the degree is complete or until 18 post-comprehensive hours have been completed (whichever comes first). The student shall enroll for a minimum of six hours a semester and three hours a summer session. If after completing 18 hours of post-comprehensive enrollment, the degree is not completed, the student must continue to enroll for the amount of credit which best reflects his or her demands on University resources each semester and each summer session until the final oral examination is passed. Post-comprehensive enrollment may include enrollment during the semester or summer session in which the comprehensive examination has been passed. Under certain conditions, the candidate may petition the School of Education Graduate Division for a leave of absence during the period between the comprehensive examination and the final oral examination.

#### **Dissertation and Final Oral Examination:**

The candidate must present a dissertation showing the results or original research. Instructions regarding the proper form of the dissertation may be obtained from the Graduate Office of the School of Education.

When the dissertation has been tentatively accepted by the dissertation committee, but before it has been bound, the chairperson of the dissertation committee shall request the Graduate Division to schedule the final oral examination. This request must be made at least two weeks in advance of the desired examination date. At least five months must elapse between the successful completion of the comprehensive oral examination and the date of the final oral examination. The committee for the final oral examination shall consist of at least five members (the members of the dissertation committee plus other members of the Graduate Faculty recommended by the chairperson of the dissertation committee and/or the department and approved by the Graduate Division). Upon approval of the request, the final oral examination will be scheduled at the time and place designated in the request and this information shall be published in a University news medium as prescribed by the Graduate Faculty; interested members of the University community are encouraged to attend these examinations.

### **Dissertation Submission and Publication**

Go to [www.graduate.ku.edu/ETD/](http://www.graduate.ku.edu/ETD/) for complete information. Information includes: General guidelines for preparing and submitting your dissertation; Instructions for converting your dissertation to PDF. Publication requirement: Instructions for submitting your dissertation; Copyright option; Degree requirements to be submitted to the University of Kansas; Title page format; Title page format to copyright; and Acceptance page format.

### **Additional Requirements**

Consult the University of Kansas Graduate Catalog for additional requirements affecting these two doctoral degrees.

### **Doctor of Education**

The Doctor of Education is a professional degree designed primarily for practitioners in the field of education. Therefore, when making application for admission as an aspirant for the degree, the student must present evidence of at least 18 months of successful experience in professional education.

Because the Ed.D. program emphasizes preparation for high-level professional practice, the degree is awarded only upon the completion of three years of advanced work in both theory and practice of education. Candidates must complete a minimum of 48 semester hours above the master's degree level or its equivalent at the University of Kansas. Credit for the dissertation may be included in these 48 semester hours. The actual number of hours to be required will be determined by the student's advisory committee.

After completion of course work and the comprehensive examination, the candidate must present a dissertation which involves research exhibiting the application of existing knowledge in the major field of professional study.

### **Program Requirements for the Doctor of Education**

The student must plan a major area of study from courses offered in the Department of Curriculum and Teaching. The major must contain a minimum of 40 semester hours of graduate work and may include appropriate work taken for the Master's degree or its equivalent. The 40 hours may include up to 24 hours earned for dissertation, although additional hours may be earned.

Before being admitted to the comprehensive examination the student must be enrolled and must present satisfactory evidence of competence in research skills, including both the basic research skills enumerated previously and one of the following applied research skills.

The student will demonstrate applied research skills by successfully completing the following:

A minimum of twelve hours of graduate study in one or more supporting areas that will develop skills relevant to understanding, promoting and evaluating professional practice. Supporting areas may include: statistics, assessment and evaluation, qualitative methods, or historical or philosophical methods.

### **Residence Requirement for the Doctor of Education**

The student must meet the residence requirement through one of the following options:

- A. Two consecutive semesters, one of which may be a summer session, of full-time enrollment in regularly scheduled courses. (Full time equals 9 hours in fall or spring and 6 hours in summer.)
- B. Two consecutive semesters at least 6 hours and an adjacent summer session of at least 3 hours, all in regularly scheduled courses.
- C. Three consecutive semester enrollments (excluding summer session) of at least 6 hours each in regularly scheduled courses.
- D. Eighteen (18) hours taken during the period encompassed by two consecutive summer sessions with enrollment in each of the four semesters: summer, fall, spring, summer.
- E. Twenty-seven (27) hours taken during any five consecutive semesters (including summer sessions) with enrollment in each semester. During this period, the student must be employed full-time in a field directly related to the student's academic major.

These residence requirements include the following stipulations:

1. Only course work taken after the first year of graduate work, that is, after the master's degree or its equivalent, may satisfy the residency requirements.
2. Dissertation hours, individual study, field experience, and off-campus practicum may not be included in the stated minimal requirements for options (A), (B), and (C) above.
3. "Appropriately related employment," internal or external, must be approved by the student's advisory committee.
4. The student, with the assistance of the advisory committee, must file in the Graduate Division Office a residency plan (forms available) congruent with School of Education requirements prior to the beginning of the formal residency period. This plan may be filed as a part of the student's overall program plan.
5. Minimal hour requirements for options (A), (B), and (C) above must be fulfilled with regularly scheduled course work at the program's home campus, except students whose major or minor areas are based wholly or in part on the Medical Center campus may include courses offered on that campus.

## Doctor of Philosophy in Education

The Doctor of Philosophy degree is awarded for mastering a field of scholarship, for learning the methods of investigation appropriate to that field, and for completing original research.

Although the courses and the research leading to the Ph.D. are necessarily specialized, the attainment of this degree should not be an isolated event in the enterprise of learning. The aspirant for the Ph.D. is expected to be a well-educated person with a broad sense of general knowledge, not only as preparation for more advanced work but also as a means of knowing how the chosen specialty is related to other fields of human thought.

As a means of giving depth and breadth to the doctoral program, the Department of Curriculum and Teaching requires work in a minor field, or at least an articulated selection of extra-departmental courses.

### Program Requirements for the Doctor of Philosophy in Education in Curriculum and Instruction

1. The student must plan a major area of study from courses offered in the Department of Curriculum and Teaching. The major must contain a minimum of 40 semester hours and may include appropriate work taken for the Master's degree or its equivalent. The 40 hours may include up to 24 hours earned for dissertation, although additional dissertation hours may be earned.
2. The minor must consist of at least 12 hours of course work beyond the Master's degree planned with and approved by the student's advisory committee. The minor may be done in a department within the School of Education, excluding C&T courses and core courses.
3. The student must complete an appropriate experience in college level teaching, which includes enrollment in C&T 996. The experience is to be approved by the student's advisory committee. (The description of C&T 996, as approved by the School Assembly, follows: To meet the College Teaching Requirement for doctoral programs, a student shall engage in a semester-long, planned, instructional activity which shall include college classroom teaching under supervision. Planning shall be done with the advisor and/or a member of the faculty who will supervise the experience. The activity shall be completed under the supervision of a member of the University of Kansas faculty or by an individual or individuals designated by the candidate's committee.)
4. Before being admitted to the comprehensive examination, the student must be enrolled and must present satisfactory evidence of competence in research skills, including the basic research skills enumerated previously and the following:

Completion of a total of at least twelve graduate level hours consisting of at least two of the following areas relevant to their research area. (Up to six hours may be waived using prior B-level or better graduate course work.): statistics, measurement & assessment, qualitative methods, historical & Philosophical methods, foreign language (a reading knowledge in one foreign language is equivalent to six hours credit).

The doctoral program in Second Language Education (Ph.D.) in the Dept. of Curriculum and Teaching is interdisciplinary and requires a minimum of 60 credit hours. A total of 40 credit hours are devoted to the major and 12 credit hours are required for the minor. The research skills component consists of 12 hours of quantitative and qualitative research methods. Students must also complete a minimum of 18 dissertation credit hours before graduation. A doctoral plan is completed with the aid of the advisor and two other faculty. This plan is signed by the three participating faculty and filed with the School of Education Graduate Office and must be completed prior to taking the comprehensive examinations. All doctoral candidates also complete a dissertation involving a substantive, research investigation of a topic related to second language education. The time limit for completing a doctoral program is eight years. Teaching English as a Second Language (TESL) and Foreign Language Education will admit **new doctoral students for the fall semester only.**

### Residence Requirement

The student must spend the equivalent of three academic years, including the time spent in attaining the master's degree, in resident study at this or some other university. Two consecutive semesters (which may include one summer session) subsequent to the first year of graduate study, must be spent in resident study at the University of Kansas. During this residency the student must be involved full-time in academic pursuits, which may include up to half-time teaching or research (or a greater amount of research under special provisions.)