



# Doctoral Program Process

Use the table below as a guide to assist with the following: when to submit forms, the order in which to submit forms, the forms that need to be submitted together and the location of forms online.

## Doctor of Education (Ed.D.)

### Ed.D. Plan of Work

[education.wayne.edu/students/forms](http://education.wayne.edu/students/forms)

Submit a Plan of Work that has been approved by the College of Education before completing your first 18 hours of coursework.

### Ed.D. Transfer of Credit

[education.wayne.edu/students/forms](http://education.wayne.edu/students/forms)

If you are transferring graduate credits from another college or university, submit an Ed.D. Transfer of Credit form and transcript with your Plan of Work.

### Qualifying Examination Registration

[education.wayne.edu/students/final-qualifying-examinations](http://education.wayne.edu/students/final-qualifying-examinations)

Complete this form to register to take your Final Qualifying Exam, which is required near or at the end of your program coursework.

### Dissertation Prospectus and Research

[education.wayne.edu/students/dissertation-prospectus](http://education.wayne.edu/students/dissertation-prospectus)

Submit all forms listed below.

- Ed.D. Record of Approval of the Prospectus Form
- Conflict of Interest Disclosure Form
- Dissertation Prospectus (first three chapters of dissertation)
- Signed IRB or Human Participant Research: How Is It Defined?

### Ed.D. Candidacy

Ed.D. students achieve candidacy after successful completion of all qualifying examinations and an approved Dissertation Prospectus.

### The Final Defense

[education.wayne.edu/students/forms](http://education.wayne.edu/students/forms)

Submit forms listed below at least two weeks before your defense date.

- Ed.D. Final Defense Form
- Conflict of Interest Disclosure Form
- Plagiarism Check (a copy of similarities page)
- Manuscript Uploaded to ProQuest (Multiple uploads possible during and after Final Defense)

## Doctor of Philosophy (Ph.D.)

### Ph.D. Plan of Work

[gradschool.wayne.edu/students/phd/forms](http://gradschool.wayne.edu/students/phd/forms)

Submit a Plan of Work that has been approved by the College of Education before completing your first 18 hours of coursework.

### Ph.D. Transfer of Credit

[gradschool.wayne.edu/students/phd/forms](http://gradschool.wayne.edu/students/phd/forms)

If you are transferring graduate credits from another college or university, submit a Ph.D. Transfer of Credit form and transcript with your Plan of Work.

### Qualifying Examination Registration

[education.wayne.edu/students/final-qualifying-examinations](http://education.wayne.edu/students/final-qualifying-examinations)

Complete this form to register to take your Final Qualifying Exam, which is required near or at the end of your program coursework.

### Ph.D. Candidacy

[gradschool.wayne.edu/students/phd/forms](http://gradschool.wayne.edu/students/phd/forms)

To achieve Ph.D. candidacy, you must submit this form. Your Qualifying Examination Written and Oral Results must already be on file in the College of Education, Room 489.

### Dissertation Prospectus and Research

[gradschool.wayne.edu/students/phd/forms](http://gradschool.wayne.edu/students/phd/forms)

Submit all forms listed below.

- Ph.D. Record of Approval of the Prospectus Form
- Conflict of Interest Disclosure form
- Dissertation Prospectus (first three chapters of dissertation)
- Signed IRB or Human Participant Research: How Is It Defined?

### The Final Defense

[gradschool.wayne.edu/students/phd/forms](http://gradschool.wayne.edu/students/phd/forms)

Submit forms listed below at least two weeks before your defense date.

- Ph.D. Final Defense Form
- Conflict of Interest Disclosure Form
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