

## **UC DAVIS GRADUATE COUNCIL POLICY**

**GC2000-01 (rev. 02)**

### **Time to Degree Policy**

**Approved – June 21, 2000**

**Revised – June 17, 2015; June 16, 2017**

Doctoral students will have 4 calendar years after the date they pass their qualifying examination to submit their dissertation. The clock is "set" from the date of passing of the Qualifying Examination, not the time the student officially advances to candidacy through submission of the form to Graduate Studies. This prevents a student from delaying submission of the form to Graduate Studies when they have, in fact, advanced.

If a student has not submitted his/her dissertation to Graduate Studies within the allowed period, the student will receive a notice from Graduate Studies that s/he is placed on probation, and has 1 year from that date to submit the dissertation. If not submitted within 1 year, the student will no longer be allowed to enroll the following quarter and will be disqualified. Procedures on disqualification can be found in Graduate Council's [Disqualification and Appeal policy \(GS2005-01\)](#).

Major professors, academic advisers, or students may petition Graduate Council for an exception to this policy for cause. In addition, a dissertation committee may petition for an exception to retaking the qualifying examination. Students, faculty and programs have the right to appeal the denial of the exceptions to policy for cause.

This is a realistic and achievable timeline given that normative time for programs on campus is typically 5-6 years. Thus, if a student passes his/her QE during the 3rd year (before the 9th quarter), this requirement gives the student an additional 4 years to complete dissertation work and remain in good academic standing. This would represent submission of the dissertation in the seventh year of registration. In addition, a student has a probationary year beyond that for completion. This represents 8 years total, which is well beyond the normative time for programs on this campus.

### **Stopping the Clock for the Care of a Child or Children or a Family Member with a Serious Health Condition**

A student with a new child by birth, adoption, foster care, or assumption of legal guardianship, or with primary responsibility for a child or family member with a serious medical condition, may receive an extension of up to one additional year beyond the maximally allowed time as defined in this policy, to complete their degree requirement. The additional time may be used for passing comprehensive/preliminary examinations, submitting a thesis/dissertation, passing qualifying examinations, or between advancement and completion while in candidacy.

This provision is made by the graduate program in consultation with the student and the Major Professor. Students may appeal this decision to the Administrative Committee of the Graduate Council.

It is expected that graduate programs will accommodate the needs of graduate students in good standing with a new child by birth, adoption, foster care, or assumption of legal guardianship, or with primary responsibility for a child or family member with a serious medical condition. Students undertaking research units (299) or teaching units (390 or 396) in the quarter when “stopping the clock” takes effect should receive a Satisfactory grade provided the work had been satisfactory prior to the time the leave begins. Students enrolled in graded courses in the quarter when “stopping the clock” takes effect, should receive an Incomplete, provided work prior to the start of the leave is of passing quality or students are eligible for a late drop..

This policy is designed to assist graduate students who have newly incurred parenting or familial responsibilities with maintaining continuing student status and facilitating a return to full participation in course work, research and training. This policy extends the academic clock only. Any matters related to employment are beyond the scope of this policy.

### **Master Students and Professional Degree Program Students**

The provisions, privileges and protections expressed in this policy regarding stopping the clock are to be made available and extended to students in both Master’s Degree Programs and Professional Degree Programs.