

GGE Policy Highlights for Graduate Students

- Your advisory committee must be selected and appointed before second semester enrollment.
 - M.S. thesis committee
 - Ph.D. dissertation committee

GGE Policy Highlights for Graduate Students

- Your program of study (classes you are authorized to take) and your research proposal must be approved by your advisory committee and submitted to the Graduate School before the end of the second semester of enrollment.
- Present your research proposal to the department in a talk open to everyone prior to submission of the written proposal to the Grad School.
 - Ideally, oral presentation occurs in conjunction with Geol 356-421-422, Fridays at noon or 3 p.m.
 - Plan to present in January (if you entered in August) or September (if you entered in January), and contact the Geol 356-421-422 instructor(s) to schedule.

GGE Policy Highlights for Graduate Students

- Student progress will be evaluated by the GGE faculty at least annually.
 - Students entering in the fall will be evaluated in April.
 - Students entering in the spring will be evaluated in November.
- Requires a full committee meeting to conduct part of the evaluation before passing to GGE.
- www.geology.und.edu >> GGE Forms >> Graduate student annual progress report.

GGE Policy Highlights for Graduate Students

- Ph.D. students may be required to take a qualifying exam to demonstrate competence to undertake the Ph.D.
 - Takes place before end of first year in Ph.D. program.
- This exam may become universal and include masters students in the near future.

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- All Ph.D. students will take a comprehensive exam, with written (up to 8 hours) and oral (up to 3 hours) portions. Questions from:
 1. Sedimentology, stratigraphy, paleontology
 2. Geomorphology and hydrology
 3. Mineralogy, petrology, geochemistry
 4. Structural geology, tectonics, geophysics
- Written and oral parts must both be passed
- Exam specifics may change in the near future.

GGE Policy Highlights for Graduate Students

- M.S. and Ph.D. students will present their completed thesis or dissertation work in an oral presentation open to all.
 - Geol 356-421-422 presentation is desirable.
- A closed oral exam and defense of the work follows immediately. The exam may include questions over the course of study for the degree as well as over the research.

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- Must submit a copy of the written thesis/dissertation for placement in the F.D. Holland, Jr. Geology Library.
- Also provide a pdf on CDROM or DVDROM.
- See the librarian, Darin Buri, for most up-to-date requirements as you near completion.

GGE Policy Highlights for Graduate Students

- All grad students may be requested to render departmental assistance at any time.
 - Example: Tours of Leonard Hall

GGE Policy Highlights for Graduate Students

- Specific requirement for GTAs:
 - Half-time GTAs are expected to average 15-20 hours per week performing their duties
 - Quarter-time GTAs: 7.5-10 hrs. weekly
 - Teach the lab section to which you are assigned
 - Prepare and grade lab assignments and exams
 - Meet weekly with instructor or coordinator
 - Grade objective portions of lecture exams if requested, etc.
 - Performance evaluated each semester by (1) the course instructor and (2) the graduate director or chairman.
 - Helps determine eligibility for reappointment and special recognition.

GGE Policy Highlights for Graduate Students

- GGE's full Grad Student policy statement can be found at <http://engineering.und.edu/geology-and-geological-engineering/files/docs/student-policy.pdf>
- Graduate School has additional requirements
 - See grad catalog
 - Paperwork requirements, deadlines, composition of advisory committees
 - See Graduate Assistant Handbook
 - Half-time GTAs and GRAs must carry a minimum course load of 6 credits and a maximum of 9 credits