

Checklist of Steps for Doctoral Certification

In order to be certified as a Doctoral candidate, doctoral students must satisfactorily complete the following seven requirements:

1. A minimum of 75 points of coursework (Ph.D.) or 90 points of coursework (Ed.D), satisfying the required courses for the Program.
2. File an approved Program Plan of Study with the Office of Doctoral Studies, (including applying for the transfer of credit with the Office of Admissions at the start of the doctoral program if necessary).
3. Pass the three Certification Examinations.
4. Pass the foreign language requirement (Ph.D. Students only).
5. Prepare and defend a dissertation proposal, have it approved and filed with the appropriate forms with the Office of Doctoral Studies.
6. Complete the dissertation and defend it in a Dissertation Defense Hearing.
7. Deposit the dissertation manuscript online, following the final document preparation requirements.

Important Steps Toward the Dissertation Defense

1. File an “Intent to Defend” application with the Office of Doctoral Studies early in the semester that you plan to defend
2. Submit an application for an oral defense date
3. Deposit the dissertation online, as per GSAS instructions.

The most up to date information about doctoral degree requirements can be found on the Office of Doctoral Studies website (www.tc.columbia.edu/doctoral/).