



Who do I contact if I have any questions about the Program?

General Information: The Office of Grad Studies 401-341-2338 or gradoffice@salve.edu

Forms and procedures: Robyn Buck 401-341-2871 robyn.buck@salve.edu

Academic support: Elaine Forsythe 401-341-2244 elaine.forsythe@salve.edu

Course registration and issues: Office of Registrar 401-341-2943 sruregistrar@salve.edu

How many credits do I need to complete the Program?

42 credits: 30 through core classes plus 9 elective credits as part of a concentration and the final 3 credits in the dissertation stage with continuous enrollment until defense is complete. Up to 9 credits may be waived with Program Director approval from master's level coursework.

What does the Language Requirement entail?

All students admitted into the Ph.D. in Humanities Program are required to demonstrate a reading and translation proficiency in a language other than English, approved by their advisor. Students whose first language is not English are exempt from the requirement. Otherwise, students may have taken a language at the master's level or a two-semester intermediate level course at the undergraduate level, where they achieve a B or better. Students not able to fulfill the above must pass the [Language Reading Knowledge Exam](#) offered at the [University of Wisconsin-Madison](#) (Students may choose to take a Reading and Translation course to prepare for the exam like the online [Reading and Translation course](#) offered through University of Wisconsin.

What are the various requirements to complete the Program?

Students must complete all classes, two Subject Field (oral) exams, the Language Requirement, and the Comprehensive Exam. The student will then propose a Ph.D. topic to their committee and will begin the Dissertation Phase.

What is HUM 680?

When students have completed their coursework, fulfilled the language requirement and at least one subject field exam, and passed the comprehensive exam, they gain ABD (all but dissertation) status and enroll in HUM-680. Students continue to enroll in this course each semester until they defend. During this time of research and writing, students are in contact with their committee chair, submitting a brief update at the end of each semester. A 'clinic' with the Program Director and fellow students is offered each semester to everyone in this phase of the program. HUM-680 is not offered in the summer.

How long do I have to complete my Ph.D. dissertation?

The dissertation phase should take no less than 18 months and no more than 7 years. The average time is two-three years.

How do I form a committee?

A dissertation committee is comprised of three professors who are Ph.Ds. One should be selected as chair. One committee member may come from outside Salve Regina University with submission of a resume and approval by the Program Director.

What should my proposal consist of?

A written proposal should be 20-25 pages in length (12 pt. font, double spaced, single side) and must be given to the committee at least 6 weeks before the oral proposal takes place. Oral proposals can be scheduled once a student has approval from the Program Director and last about 1 hour (25-minute presentation plus discussion)

How long should my dissertation be?

Most dissertations at Salve Regina University are about 250 pages all inclusive.

What are the deadlines for my dissertation to be sent to my committee so that I can defend?

- For a May degree and graduation:
 - semi-final draft by January 1st
 - final draft by February 28th
 - defend in March/April.
 - all requirements (dissertation plus defense) must be completed by May 1st.
- For a December degree (without a degree ceremony):
 - the semi-final draft by September 1st
 - final draft by October 15th.
 - defend in October/November
 - all requirements (dissertation plus defense) must be complete by December 1st

How long should my defense last?

Your presentation of your defense should last no longer than 40 minutes. The committee will then have about 75 minutes to question you about your research. Expect your full defense to last between two and two and a half hours.

What do I need to do after the defense?

Following your defense, complete any alterations to your dissertation that the committee has asked you to make. The completed dissertation signature page must be submitted to the Office of Graduate and Professional Studies. This form is required by the library to finalize the ProQuest upload and by the registrar's office to validate completion of HUM-680.
