



Degree Requirements



It is possible to learn without being educated. Learning merely implies the amassing of knowledge. An educated person is much more than a receptacle for facts. He or she is able to present those facts to others with grace and clarity, and to manipulate and juxtapose them with a broader base of knowledge to gain new insights. Finally, an educated person never ceases to test his or her knowledge against the highest standards of scholarship and to develop new ways of thinking about the facts that he or she encounters or uncovers in the course of a lifetime.

Education at the graduate level clearly implies the amassing of knowledge beyond that gained in an undergraduate degree, but the nature of the knowledge and the ways in which it is gained and used are also significantly different. It is expected that graduate students will gain detailed knowledge about a more specialized field than at the undergraduate level. The process of acquiring that knowledge is also much more independent and more reliant upon the initiative of the student. In spite of the necessarily specialized nature of the new knowledge, at Stony Brook graduate students are expected to maintain a broad perspective on their studies, such that they are able to take part in scholarly discourses in the broadest possible range of disciplines. Graduate students are, therefore, responsible for extracurricular self-education within and beyond their own fields of study; the mere satisfaction of the technical requirements for a degree is not sufficient to make one an educated person.

With education comes responsibility. Stony Brook demands the highest level of scholarly ethics from all members of the academic community. Graduate students must make themselves aware of the ethical issues of academia in general, and of their own fields in particular. No degree candidate can be considered fully educated who lacks an appreciation of these values and a dedication to upholding them.

The degree requirements listed in the *Bulletin* are correct as of the press date and apply to graduate students first matriculated in the academic years 2008-2010. The requirements in this section are the minimal ones mandated by the Graduate School; the individual graduate programs may set additional requirements. Any changes in requirements will apply only to students who first matriculate in their particular pro-

gram after the change is approved and communicated to students at the time of admission. The University reserves the right to alter these regulations without notice.

The Degrees of Master of Arts, Master of Business Administration, Master of Fine Arts, Master of Music, and Master of Science

Master of Arts, Master of Business Administration, Master of Fine Arts, Master of Music, and Master of Science are advanced degrees implying the acquisition of knowledge and skills beyond those required for a baccalaureate.

- Some of these degrees may be taken en route to a doctoral degree, while others are terminal.
- All master's degrees imply the recognition of their holders as skilled practitioners of their disciplines.
- To be awarded a master's degree, it is necessary to demonstrate a grasp of advanced knowledge through coursework and the ability to learn independently and to communicate effectively with one's peers.
- The granting of the master's degree is based upon the completion of any special program requirements in addition to the items listed below.

A. Courses and Grade Point Average

- A student must achieve a 3.0 overall GPA in all graduate courses taken at Stony Brook to receive a degree. A minimum of 30 to 60 credits of graduate work is required to receive a master's degree.
- At the written request of the new program, the record of a student who has changed his or her registered area of graduate study may be treated as two separate records for the purposes of meeting degree requirements. The GPA for the new area of graduate study may be calculated unofficially from the beginning of the semester in which the change was effective.

B. Language Proficiency

Although the Graduate School does not require proficiency in a foreign language for the master's degree, programs oversee their own foreign language requirements and the evaluation of proficiency. Students must comply with program requirements.

C. Teaching

Some departments require at least one

semester of practicum in teaching under supervision. The form this practicum takes may differ by discipline. It might include seminar or class presentations, assisting in laboratories, leading discussion sections, or grading. Grading experience by itself will not be considered sufficient for satisfaction of this requirement. Faculty are responsible for providing informal feedback and formal evaluation.

D. Thesis and Comprehensive Examination

The requirement for the thesis and comprehensive examination varies from program to program. Some programs require a thesis and others require a comprehensive examination, while some require only a master's paper.

- For specific requirements, refer to each program's section of this *Bulletin*.
- If a thesis is to be filed with the Graduate School, it must be prepared according to the Guidelines for the Preparation of Theses and Dissertations available on the Graduate School Web page.
- Multiple authorship of a thesis is not permissible.

E. Degree Application

Students must apply for graduation online at the Graduate School Web page in accordance with published deadlines. This includes doctoral students who intend to receive a master's degree during the course of their doctoral career. If degree requirements are not met, students must reapply for any subsequent awarding periods.

F. Registration

Degree candidates must be registered in the semester they intend to graduate. Students who intend to graduate in the spring or fall must register for at least one graduate credit. Students who intend to graduate in the summer can register for zero credits, but it still must be a graduate level course.

G. Program Recommendation

When all program requirements are completed, the Graduate Program Director may recommend to the Dean of the Graduate School that the master's degree be granted.

H. Time Limit

The following guidelines apply to all first-time matriculated students enrolled in the Graduate School.

- Full-time students must complete all degree requirements within three years.
- Part-time students must complete all degree requirements within five years.
- In exceptional cases where the program cannot be completed within these periods, students may petition for an extension of the time limit. Petitions may be in letter form and require the approval of the student's advisor and Graduate Program Director. Requests for a time-limit extension must be filed before the limit is exceeded and must contain a significant justification. The final decision rests with the Dean of the Graduate School, who may impose additional requirements.
- The "Request for Waiver of Graduate Time Limit" form can be found by selecting the forms link from the Graduate School Web page at www.grad.sunysb.edu. These petitions require the approval of the student's advisor and Graduate Program Director. Requests for a time limit extension must be filed before the limit is exceeded and must contain a significant justification. The final decision rests with the Dean of the Graduate School, who may impose additional requirements.

I. Standards

Appreciation of the ethical questions and adherence to the highest ethical standards of the discipline are required.

Master of Arts in Liberal Studies Degree

This is a terminal, non-research degree offered by the School of Professional Development (SPD). See the SPD section of this *Bulletin* for more information.

The Ph.D. Degree

The degree of Doctor of Philosophy was historically the first degree to be conferred by universities. It is granted in recognition of a candidate's high level of scholarly competence and demonstrated ability to conduct and report significant research independently and effectively.

"Doctor" is the Latin Word for "teacher." "Philosophy" in its broadest definition means "all knowledge." The modern sense of the title "Doctor of Philosophy" refers to one who comprehends all knowledge in his or her chosen field and has mastered an area of specialization. He or she has added in a

significant way to that body of knowledge and has transmitted the new knowledge, thus teaching the world something new. A person who has received the doctorate has mastered appreciation of the ethical questions and has adhered to the highest ethical standards of the discipline. It is further expected that the future work of the candidate for the Ph.D. will maintain and uphold the same standards of scholarship demanded for the degree, so the title and its meaning continue to apply.

The three requirements for the Ph.D. are assessed in the final defense of a dissertation.

- The dissertation should demonstrate significant original work.
- The final dissertation should be presented with clarity of thought and excellence of exposition that make it suitable for publication as a book or a series of papers in learned journals.
- The dissertation should demonstrate a breadth and depth of the candidate's knowledge beyond the confines of his or her own research and is also critically assessed in the defense and at various examinations during the student's studies.

Admission to the Graduate School does not automatically qualify a student as a candidate for the Ph.D. degree. Formal recommendation of advancement to candidacy for the Ph.D. degree must be made to the Graduate School by the program after a review of the student's performance in courses, independent study, and program examinations. A candidate for the Ph.D. degree engages in research leading to a dissertation. Listed below are the minimal requirements mandated by the Graduate School. The individual programs may set additional requirements.

A. Courses and Grade Point Average

The student will follow an approved program of courses determined to meet his or her needs and to satisfy program requirements.

- A student must achieve a minimum 3.0 overall GPA in graduate courses taken at Stony Brook to receive a doctoral degree.
- At the written request of the new program, the record of a student who has changed his or her registered area of graduate study may be treated as two separate records for the purposes of meeting degree requirements. The GPA for the new area of graduate study may be calculated unofficially

from beginning of the semester in which the change was effective.

B. Language Proficiency

Although the Graduate School itself does not require proficiency in a foreign language for the Ph.D. degree, programs oversee their own foreign language requirement and evaluation of proficiency. Students must comply with program requirements. The proficiency examination must usually be passed before permission is given to take the preliminary examination.

C. Preliminary Examination

The purpose of the preliminary examination is to ascertain the breadth and depth of the student's preparation and to appraise readiness to undertake significant original investigation.

- At the discretion of the program, the preliminary examination may be oral, written, or both, and may consist of a series of examinations.
- The preliminary examining committee is appointed by the Graduate Program Director.
- The preliminary examining committee must include at least two faculty members from the program and may include one or more members from outside the University or program.
- Results of the preliminary examination will be communicated to the student as soon as possible and to the Graduate School within one week of the completion of the examination.
- A repetition of the preliminary examination, upon failure, may be scheduled at the discretion of the program. The Dean of the Graduate School must approve a second repeat.

D. Advancement to Candidacy

A student may be advanced to candidacy when all Graduate School and program requirements for the degree other than the dissertation have been completed.

- Students on academic probation cannot be advanced to candidacy.
- Students must be classified as a G4 at the time of request.
- Advancement to candidacy is granted by the Dean of the Graduate School upon recommendation of the Graduate Program Director.
- Students must advance to candidacy one year (minimum two semesters) before the beginning of the semester in which they plan to graduate.

E. Dissertation

A dissertation is required for the Ph.D. degree. It must convey in a clear and convincing manner the results of an original and significant scholarly investigation.

- Depending on the character of the student's research, the Graduate Program Director will appoint an appropriate advisor or supervisory committee in consultation with whom the student will conduct an investigation and write a dissertation.
- The dissertation must be prepared according to the Guidelines for the Preparation of Theses and Dissertations available on the Graduate School Web page.
- Multiple authorship of a dissertation is not permissible.

F. Dissertation Examining Committee

The dissertation must be approved by a dissertation examining committee including at least two faculty members of the program, one member outside the program or University, and one member who may be either internal or external to the program.

- The dissertation advisor cannot serve as the external member.
- The chairperson must be a member of the program and cannot be the dissertation advisor.
- The outside member should have expertise in the student's research field so as to be able to understand, criticize, and contribute to the dissertation, as well as to judge the quality and significance of the research.
- Requests for committee approval must be sent to the Graduate School at least four weeks in advance of the scheduled dissertation defense.
- Graduate programs must send requests for dissertation examining committee approval to the Graduate School by the fifteenth day of classes for the semester in which the student is defending or at least four weeks before the defense, whichever comes first.

G. Dissertation Defense

Examination of the dissertation involves a formal oral defense. This event will be conducted by the dissertation examining committee and will not be chaired by the advisor of the dissertation.

- The formal defense must be announced at least three weeks in advance and is

open to all interested members of the University community.

- All candidates must provide the Graduate School with a dissertation abstract or recital program, as well as other relevant details, at least three weeks in advance of the proposed event. The Doctoral Defense Announcement form is available on the Graduate School Web page.
- The Graduate School will be responsible for advertising the defense to the University community.
- All dissertation defenses shall take place on campus and require the full attendance of the dissertation examining committee. Any exceptions from this practice will require approval from the Dean of the Graduate School.
- The examination that follows the public defense may be either open to the public or closed, at the discretion of the dissertation examining committee.
- The signatures on a committee approval form, which appear on page ii of the student's dissertation, will indicate approval of the defense of the dissertation itself.
- The student has three months following a successful defense to submit the final version of their dissertation to the Graduate School. The semester the student submits the dissertation will be the semester that the degree will be awarded.
- A student may register for no more than one additional semester following the successful defense of the dissertation.

H. Teaching

At least one semester of practicum in teaching under supervision is required. The form this practicum takes may differ by discipline. The experience might include making seminar or class presentation, assisting in laboratories, or leading discussion sessions. Grading experience by itself will not be considered sufficient for satisfaction of this requirement. Faculty are responsible for providing informal feedback and formal evaluation.

I. Residence Requirements

At least two consecutive semesters of full-time graduate study in the program granting the degree are required. The purpose of the residence requirement is to ensure that the graduate student participates in the professional life of the program beyond class attendance. Some program residence requirements

may vary from the Graduate School norm and are described in the individual program requirements for the degree. Unless specified, however, the Graduate School regulation takes precedence.

J. Degree Application

The student must apply for graduation online at the Graduate School Web page in accordance with published deadlines. If degree requirements are not met, students must reapply for any subsequent awarding periods.

K. Registration

Students who intend to graduate in the spring or fall must register for at least one graduate credit. Students who intend to graduate in the summer can register for zero credits, but it still must be a graduate level course.

L. Program Recommendation

When all program requirements are completed, the Graduate Program Director may recommend to the Dean of the Graduate School that the Ph.D. degree be granted.

M. Time Limit

The time limit for a doctoral degree is seven years for a student who has a previous graduate degree or 24 credits of graduate study in such a degree program. For all other students, the time limit for a doctoral degree is seven years after completion of 24 graduate-level credits at Stony Brook University.

- In exceptional cases where the program cannot be completed within these periods, students may petition for an extension of the time limit.
- The "Request for Waiver" of Graduate Time Limit form can be found by selecting the forms link from the Graduate School Web page at www.grad.sunysb.edu. These petitions require the approval of the student's advisor and Graduate Program Director.
- Requests for a time limit extension must be filed before the limit is exceeded and must contain a significant justification.
- The final decision rests with the Dean of the Graduate School, who may impose additional requirements.

The Doctor of Musical Arts Degree

The degree of Doctor of Musical Arts (D.M.A.) is the only nonclinical doctoral degree offered at Stony Brook other

than the Ph.D. The fundamental requirements for the D.M.A. are essentially those for the Ph.D. with the exception that the scope of the original work and the scale of the research are somewhat reduced.

The requirements for expertise within the subject area and for clear exposition are equal to those for the Ph.D. In the case of the D.M.A., clarity of exposition is demonstrated through the medium of recital.

Admission to the Graduate School does not automatically qualify a student as a candidate for the D.M.A. degree. Formal recommendation of advancement to candidacy for the D.M.A. degree must be made to the Graduate School by the Music program after a review of the student's performance in courses, independent study, and program examinations. The requirements listed below are the minimal ones mandated by the Graduate School. The Music program may set additional requirements.

A. Course and Grade Point Average

The student will follow a program of courses determined to meet his or her needs and to satisfy the program requirements.

- A student must achieve a minimum 3.0 overall GPA in graduate courses taken at Stony Brook to receive the D.M.A. degree.
- At the written request of the new program, the record of a student who has changed his or her registered area of graduate studies may be treated as two separate records for the purposes of meeting degree requirements. The GPA for the new area of graduate studies may be calculated unofficially from the beginning of the semester in which the change became effective.

B. Contract Toward Candidacy

The student must fulfill the specific requirements of an approved contract toward candidacy.

C. Language Proficiency

Although the Graduate School does not require proficiency in a foreign language, the Music program oversees its own foreign language requirements and the evaluation of proficiency. Students must comply with their program requirements (see the Music section of the *Graduate Bulletin*).

D. Advancement to Candidacy

A student may advance to candidacy after completion of the following

requirements:

- Completion of three of the four public recitals;
- Completion of the two graduate seminars or proseminars required for the generation of doctoral essays and completion of two MUS 695 courses with a grade of B or better to work on revisions for each essay;
- Completion of requirements C through I of the Music section of the Graduate Bulletin.
- Students on academic probation cannot be advanced to candidacy.
- Students must be classified as a G4 at the time of request.
- Advancement to candidacy is granted by the Dean of the Graduate School upon recommendation of the Graduate Program Director.
- D.M.A. students may advance to candidacy one semester prior to graduation.

E. Doctoral Recital

The student must demonstrate a distinguished level of performance in the doctoral recital. A cassette recording of the recital is to be kept permanently in the University Library. In addition, an unofficial copy of the program must be submitted to the Graduate School.

F. Teaching

At least one semester of practicum in teaching under supervision is required. The form this practicum takes may differ by discipline.

- It might include making seminar or class presentations, leading discussion sections, or grading.
- Grading experience by itself will not be considered sufficient for satisfaction of the requirement.
- Faculty are responsible for providing informal feedback and formal evaluation.

G. Residence Requirement

At least two consecutive semesters of full-time graduate study in the program granting the degree are required. The purpose of the residence requirement is to ensure that the graduate student participates in the professional life of the program beyond class attendance. Some program residence requirements may vary from the Graduate School norm and are described in the individual program requirements for the degree. Unless specified, however, Graduate School regulation pertains.

H. Degree Application

The student must apply for graduation

online at the Graduate School Web page in accordance with published deadlines. If degree requirements are not met, students must reapply for any subsequent awarding periods.

I. Registration

Students who intend to graduate in the spring or fall must register for at least one graduate credit. Students who intend to graduate in the summer can register for zero credits, but it still must be a graduate level course.

J. Program Recommendation

When all program requirements are completed, the Graduate Program Director may recommend to the Dean of the Graduate School that the D.M.A. degree be granted.

K. Time Limit

The candidate must satisfy all requirements for the D.M.A. degree within seven years after completing 24 graduate-level credits at Stony Brook University.

- The Request for Waiver of Graduate Time Limit form can be found by selecting the forms link from the Graduate School Web page at www.grad.sunysb.edu. These petitions require the approval of the student's advisor and graduate program director.
- Requests for a time-limit extension must be filed before the limit is exceeded and must contain a significant justification.
- The final decision rests with the Dean of the Graduate School, who may impose additional requirements.

The Master of Philosophy Degree

The degree of Master of Philosophy is intended as a formal recognition of what is informally known as "ABD" status. This degree is normally reserved for students who have advanced to candidacy in a Ph.D. program but are unable to complete the remaining requirements. The degree implies educational achievements well beyond those required for a regular master's degree. The Master of Philosophy degree is available in every program that awards the Ph.D. Requirements for the M. Phil. are identical to those for the Ph.D., except that the submission and defense of the dissertation are not required.

Awarding of the Degree

When all requirements have been completed, the Graduate Program Director will so certify to the Dean of the Graduate School and recommend that the degree be awarded. Degrees are awarded three times a year: May, August, and December. A formal ceremony, however, takes place only at the May and December commencements. To be eligible for a degree, a student must have completed all University requirements, all program degree requirements, satisfied any provisional admission requirements, submitted the appropriate manuscripts, obtained all University clearances, and have maintained matriculation according to the regulations outlined under the section "Maintaining Matriculated Status," elsewhere in this *Bulletin*.

Waiver of Regulations

The Dean of the Graduate School in individual instances may waive specified requirements. A petition for such a waiver must be endorsed by the Graduate Program Director, who shall append the reasons for believing that requested waiver would not result in a breach of the spirit of the regulations.

