

HANDBOOK 2009-2010

**DOCTORAL PROGRAM
IN ECOLOGICAL ECONOMICS**

DEPARTMENT OF ECONOMICS

SCHOOL OF HUMANITIES, ARTS, AND SOCIAL SCIENCES

RENSSELAER POLYTECHNIC INSTITUTE

DOCTORAL PROGRAM IN ECOLOGICAL ECONOMICS

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HANDBOOK 2009-2010
DOCTORAL PROGRAM IN ECOLOGICAL ECONOMICS
DEPARTMENT OF ECONOMICS

1. Handbook Overview

This Handbook is intended to provide a description of the doctoral program in ecological economics offered by the Rensselaer Department of Economics. Following a brief substantive description, the document describes the requirements for all Rensselaer doctoral degrees including ours. This section is followed by the department-level requirements, which are more specific, and in some cases more demanding, than the university-wide ones. Subsequent sections describe requirements for remaining in good standing, receiving the M.S. degree, and funding opportunities. The final sections list essential contacts and provide copies of relevant application forms, closing with a summary of the timetable for progress toward the doctoral degree. A glossary of abbreviations and acronyms is included. All information in this document is subject to change; consult the Graduate Program Director for updates.

2. Program Description

The Economics Department offers an interdisciplinary Ph.D. degree in ecological economics that allows for individual research specialization and independent study in an atmosphere of close contact between faculty and students based on research participation. In what follows we sometimes distinguish Ph.D. students who come with a Master's degree in economics or a relevant field as Ph.D.-only students and those who do not already have the Master's degree as M.S./Ph.D. students. The latter will have more course requirements in the first years of the program and may have a longer time to degree completion.

The program combines a traditional training in advanced economics, expected of Ph.D.s in economics, with a broader interdisciplinary perspective on economic, social, and environmental systems. The program integrates diverse perspectives on economic development, the use of energy and non-energy resources, and reducing impacts of economic activities on the environment. In addition to traditional economic policy concerns regarding efficiency and equity, ecological economists also focus on promoting sustainability. The department has a strong empirical focus using many techniques including econometrics, input-output analysis, life-cycle analysis, power-grid simulation, cost-benefit analysis, and other forms of mathematical and statistical modeling. The following are some of our faculty's research interests:

- Strategies for economic development and improving environmental quality, including strategies for addressing global climate change
- Household consumption, lifestyle change, measuring well-being and behavioral economics
- Technological change, technology transfer and related topics
- Economics of biodiversity and ecosystem valuation
- Decomposition analysis of the past as well as scenario analysis for the future
- Behavioral research and its implications for public policy
- Economic and environmental effects of electricity-sector policies and investments
- Integration of economics and power-system engineering
- Industrial organization.

3. Office of Graduate Education Requirements

Rensselaer awards the doctor's degree in recognition of high achievement in scholarship and independent investigation. The Doctor of Philosophy degree, under the auspices of the Office of Graduate Education (OGE), is awarded when the dissertation is directed toward making an original contribution to fundamental knowledge in a particular field or in an interdisciplinary field. Consult OGE publications for any updates to the information summarized below.

A candidate for the doctor's degree must:

- Complete a Plan of Study with satisfactory grades containing a minimum of 72 credit hours beyond the Bachelor's degree, including any appropriate work completed toward a Master's degree. In satisfying degree requirements, at least two-thirds of the total credit hours, excluding thesis, must contain the suffix numbers 6000–7999, with the further limitation that no more than 15 credit hours of 4000-4990 courses are to be allowed.
- Satisfy residence requirements.
- Pass the required Comprehensive Examinations.
- Form an approved doctoral committee.
- Pass a Candidacy Examination.
- Present an independently written (single author) dissertation.
- Pass a final examination.
- Pursue a Plan of Study that will lead to the completion of all requirements, including department requirements, within seven years.
- Satisfy the binding fee requirement.
- File a degree application with the Registrar's Office by the date specified in the academic calendar for the semester in which he or she plans to be graduated. If a degree application was filed for a previous semester but the requirements were not fulfilled, a new degree application must be filed for the semester in which the student actually is graduated.
- Be in good academic and disciplinary standing.

To be eligible to graduate, degree candidates must have either: maintained continuous full-time registration; maintained continuous full-time registration following a change of status from part-time to full-time; or been, at all times, a part-time student. Under no circumstances will a full-time student be allowed to transfer to part-time status and maintain eligibility for graduation. Full-time degree candidates must be registered full-time during the semester in which they intend to graduate.

3.1. Residence and Time Limit

By New York State Education Department policy, doctoral programs shall require a minimum of three academic years (consecutive fall and spring semesters) of full-time graduate level study, or their equivalent in part-time study. Rensselaer requires that two of the three academic years are spent as a full-time student, or part-time equivalent, in a Rensselaer doctoral program. A student working for the doctoral degree must earn a minimum of 72 credit hours toward their doctoral plan of study. Of these credits, at least 48 credit hours in course and/or thesis work must be taken while in residence at Rensselaer Troy, Rensselaer Hartford, via Rensselaer Distance Programs, or a combination of these.

For full-time students, all work for the doctorate must be completed within seven years of registration for the first credits applied toward the degree. All doctoral candidates must pass the appropriate examinations as determined by their department within two years of registration for the first credits applied toward the

Ph.D. Full-time students entering with a master's degree in their field of study must finish all degree requirements for the Ph.D. within a continuous five-year time period. Students who have not met their applicable time limit will be dismissed from the program unless the Office of Graduate Education has given advanced approval for additional time to complete the degree. Extensions are granted for only the most compelling reasons.

Individuals who leave Rensselaer without obtaining an authorized leave of absence and who have not requested an extension before the seven-year limit will be dismissed from the program. Individuals who do receive authorized leaves because of serious illness, involuntary military service, or maternity leave can, with the submission of the medical or military documentation, request the Office of Graduate Education to exclude up to two years of authorized leave time from the seven-year limit.

3.2. Doctoral Committee

The chair of the student's department assigns a temporary adviser to guide the student until a doctoral committee can be appointed. As soon as the student has chosen a dissertation area, he or she must arrange to conduct the dissertation work with a dissertation adviser who is a full-time tenure-track member of the faculty. The dissertation adviser then consults with the chair of the student's department regarding the nomination of a doctoral committee of at least four members. The department head sends the nominations to the Office of Graduate Education, which approves the doctoral committee.

The committee must include at least four full-time tenured or tenure-track Rensselaer faculty members. Exceptions to this rule must be approved by the department head and the Office of Graduate Education. At least one of these four committee members must be from outside the student's department. A non-tenured, non-tenured track Rensselaer faculty member may also be approved by the student's department head and the Office of Graduate Education as one of these four faculty committee members. A fifth member may fulfill the outside-department member requirement. Such members may be from outside the university, or from the non-tenured, non-tenure track Rensselaer faculty membership serving outside the student's department. Committee nominees who are not full-time tenured or tenure-track faculty members may be required to submit a CV to the student's department head and to the Office of Graduate Education. The committee members represent the principal areas included in the student's Plan of Study. They assume responsibility for this plan and also for the student's candidacy and final examinations.

3.3. Plan of Doctoral Study

A prospective candidate for the doctorate ordinarily follows a Plan of Study of a minimum of 72 credit hours beyond the bachelor's degree, including any appropriate work completed toward a master's degree. Students must list on their Plan of Doctoral Study only the credits that are sufficient to meet the academic requirements for the doctoral degree. Students should list these credits in chronological order of registration, and should stop listing credits once they have listed the minimum number required for the degree.

3.4. Candidacy

A student may apply for the Candidacy Examination, given by the doctoral committee, when:

- His or her course work nears completion.
- He or she has the approval of the doctoral committee.

The Candidacy Exam, which the department uses to formally determine a student's ability to pursue research leading to a doctoral degree, must be taken within the first two years of the date of the earliest course listed on the student's Plan of Doctoral Study for Ph.D. candidates and up to three years for M.S./Ph.D. students.

A student is admitted to candidacy for the doctorate when he or she has passed the Candidacy Examination and received formal approval for such candidacy from his or her doctoral committee and department. When these requirements are met, the chair of the doctoral committee should notify the Office of Graduate Education of the student's candidacy. All degree requirements must be completed within three years of admission to candidacy.

3.5. Dissertation, Final Examination and Submission

The doctoral dissertation demonstrates the candidate's capacity for independent work. It embodies the results of an original investigation in the candidate's principal field of study on a subject approved by the student's doctoral committee. Only work meeting the highest standards of integrity will be accepted for degree requirements at Rensselaer. Academic integrity is a requirement of continued good academic standing and for the awarding of a graduate degree. The field of the dissertation should be chosen as soon as possible after entry upon doctoral study. A manual, *Thesis Writing*, containing required format specifications, is available from the department, the Office of Graduate Education, or on the Web on the Office of Graduate Education's home page at <http://www.rpi.edu/dept/grad/gradschool.html>. Before preparing your final manuscript, please check the Office of Graduate Education website for the most recent formatting and submission guidelines.

The dissertation is presented to the candidate's dissertation adviser at least one month before the end of the term in which it is expected that the degree will be awarded. Each member of the doctoral committee must be presented with an unbound copy of the dissertation at least one week before the final examination is scheduled.

When the dissertation is completed, the candidate must defend it in a public examination conducted by his or her doctoral committee, which passes on its acceptability. The final examination is to be held by the date listed in the academic calendar for the year. The committee transmits a record of its decision on the dissertation examination to the Office of Graduate Education.

After passing the final examination and no later than two weeks before the end of the term in which the degree is expected to be awarded, the candidate must deposit at the Office of Graduate Education one original copy of the dissertation in its final form including the required format specifications. A copy of the abstract, no longer than 350 words or 2,450 characters, with an abstract title page also must be included. The dissertation should be placed in a manila envelope with a copy of the title page on the front side. The original copy of the abstract with an abstract title page also must be included. The abstract title page should be the same as the dissertation title page except for the words "An Abstract of a Dissertation" added. The title page for the dissertation must have the original signatures of the members of the doctoral committee. Electronic submission is also required; instructions are available through the Office of Graduate Education or the Rensselaer Library and also online at their respective websites. A Thesis/Project Examination Form, approving both content and format, signed by the chair of the doctoral committee must accompany these. The Office of Graduate Education must certify that the approved dissertation has been deposited both electronically and in print form before the degree can be awarded.

3.6. Publication of Dissertation Before the candidate is certified for graduation, he or she must pay a dissertation fee to cover the costs of microfilming, publication of the abstract, and binding one original copy for preservation and use in the general library. A copy of the microfilm is deposited in the Library of Congress, and the abstract is published in the monthly journal, *Dissertation Abstracts*. Copies of the dissertation on microfilm and the journal then are available from University Microfilms, Ann Arbor, Michigan. The forms to be filled out for this purpose are available in the Office of Graduate Education and may be completed either prior to or at the time the dissertation is submitted. A student who wishes to publish or present publicly any portion of his or her dissertation before it has been accepted in fulfillment

of his or her degree requirement must have the permission of the adviser or chair of his or her doctoral committee. Any dissertation material so presented must include the following statement: "This paper is taken in part from a dissertation to be submitted in partial fulfillment for the degree of _____ in the Department of _____ at Rensselaer Polytechnic Institute."

The right of conventional publication is in no way abridged by microfilming, and the student is urged to seek additional publication in technical journals or elsewhere.

3.7. Units of Academic Credit

Academic credit is assigned in terms of credit hours. For formal course work, one credit hour represents one lecture or recitation hour or one laboratory period per week for one term. Approximately three hours of endeavor per week, both in and out of class, are associated with each credit hour. Contact hours are the number of class hours per week. When the number of contact hours differs from the credit hours for a course, the course description so indicates.

4. Department Requirements

In addition to Institute requirements as described in Section 3, students must also satisfy the following requirements of the Department of Economics.

4.1. Workshop for Avoiding Plagiarism

All entering doctoral students are required to participate in a Workshop designed to make sure they are fully aware of what constitutes plagiarism and other forms of academic dishonesty and avoid all of them. At the conclusion of the Workshop, each student will be asked to sign a form acknowledging departmental policy of recommending dismissal from the program, and the university, for any incidence of academic dishonesty.

4.2. Advisory Process and Plan of Study

The department's Graduate Program Director (GPD) will recommend to the department chair a temporary adviser for each entering student. The student will work with this adviser to develop a Plan of Study that identifies the student's curriculum adviser and lays out the courses that will be taken each semester and the expected date of graduation. The GPD must also approve the Plan of Study. Aside from periodic meetings and consultations, the student will have an annual progress review with the adviser and with the GPD. The Plan of Study must be kept current each semester, as they will likely undergo periodic changes.

Students may enter with, or without, a Master's degree in a domain relevant to ecological economics: the former are said to be in the Ph.D. program or Ph.D.-only students, and the latter are in the M.S./Ph.D. program. Of the 72 minimum required credits, up to 30 may be accorded for the completed Master's for comparable courses taken elsewhere at the GPD's discretion, leaving the requirement for a minimum of 30 hours of doctoral coursework and a minimum of 12 hours of dissertation study. Any waivers of requirements or credit for courses taken outside of Rensselaer are also at the discretion of the GPD.

4.3. Coursework

Students must complete the core course sequences in economic theory, quantitative methods and ecological economics within 4 semesters for Ph.D.-only students and within 5 semesters for

M.S./Ph.D. students. Students can receive a waiver for a core course if they have previously completed a course with a substantially similar content and at a similarly advanced level. The ecological economics core sequence consists of the following three courses:

ECON 6230 Advanced Environmental Economics

ECON 6250 Advanced Ecological Economics

ECON XXXX 1-credit required seminar (Topics course) in Ecological Economics for each of 2 semesters, required of students entering at or after fall 2009.

The three core economic theory and quantitative methods courses are:

ECON 6550 Advanced Microeconomic Analysis

ECON 6590 Advanced Macroeconomic Analysis

ECON 6570 Econometrics.

ECON 6120 Advanced Quantitative Methods (or a waiver) is recommended preparation for ECON 6570, and ECON 6210 Advanced Cost Benefit Analysis is recommended preparation for the comprehensive examination in microeconomics.

To complete their coursework, students may choose other advanced courses offered by the economics department and other Rensselaer departments that contribute to their academic training. Independent Study courses and courses at other institutions may count toward the degree course requirements but must be approved by both the student's adviser and the GPD. The student must make a formal application to register for an Independent Study course (see Section 9) that describes the objectives and deliverables of the course.

Seminars: Students are strongly encouraged to attend seminars conducted regularly in the Economics Department as well as in other Rensselaer departments.

4.4. Comprehensive Exams (Qualifying Exams)

All Ph.D. students must pass four written comprehensive exams that cover theory and application in the four required core fields of: ecological economics (required of students entering at or after fall 2009), microeconomics, macroeconomics, and quantitative methods. The exams are scheduled with the Graduate Program Assistant (GPA) and must be completed within 4 semesters of entry to the Ph.D.-only program and within 5 semesters of entry to the M.S./Ph.D. program. If a student fails a Comprehensive Exam, the student may petition the GPD to take it a second time at a time specified by the GPD. Under no circumstances will a student be allowed to take a Comprehensive Exam for a third time.

4.5. Doctoral Committee Formation and Candidacy Exam

The student will form a doctoral committee in consultation with his or her adviser upon completion of coursework and Comprehensive Exams. The student will prepare in consultation with the Committee a dissertation proposal that covers the theoretical and applied literature in the chosen field of study for the dissertation and outlines the planned dissertation research. The dissertation proposal will be submitted to the GRA as part of the student's file. The Candidacy Exam consists of an open presentation of the proposal. This constitutes an oral field exam in a chosen area of specialization. This exam is scheduled in consultation with the thesis adviser after

the candidate has completed required coursework and passed all required Comprehensive Exams. After passing the Candidacy Exam a Ph.D. student is considered a candidate. Failure to pass the Candidacy Exam may require additional preparation for a second exam, or may lead to the committee's recommendation for termination with or without a terminal M.S. degree. Under no circumstances will a student be allowed to retake the Candidacy Exam for a third time.

5. Maintaining Good Standing

Each student will meet with his or her adviser on a regular basis to keep the Plan of Study current and resolve any difficulties that may arise. A full review of progress toward the degree will be scheduled each spring with the adviser. There will also be an annual progress review with the GPD to determine the student's standing.

To remain in good standing, the student must at a minimum: remain on schedule with the Degree Progress Timetable (see Section 4, summarized in Section 10), maintain a grade-point average of at least 3.2, fulfill all objectives in the Plan of Study, adequately fulfill responsibilities as a TA or RA, and meet other reasonable standards for professional behavior. An agreed-upon timeframe for completing any Incompletes must be met to the GPD's satisfaction, with all Incompletes successfully completed by the start of the following fall semester. Failure of a core course or an act of academic dishonesty will be cause for loss of good standing and dismissal. Failure to pass the Comprehensive Exams and the Candidacy Exam will affect standing subject to conditions described in earlier sections and on the recommendations of the GPD.

A student who fails to maintain good standing will be put on probation. Probationary status may jeopardize both internal and external financial aid and, if not rectified according to an agreed-upon plan, may lead to dismissal from the program.

6. Master's Degree

Students who enter the doctoral program in ecological economics may be awarded the M.S. degree on completion of 30 credit hours of coursework at Rensselaer at the recommendation of the student's adviser and the GPD. Students leaving the doctoral program without the Ph.D. degree, if they have completed 30 credit hours of coursework at Rensselaer, may be offered a terminal M.S. degree, subject to an additional requirement of a Master's project, at the discretion of the GPD.

7. Funding Sources

Graduate funding is offered on a competitive basis to students accepted into the doctoral program. The 2 sources of funding offered by RPI to new students are the Teaching Assistantship (TA) and the Rensselaer Graduate Fellowship (RGF). Funding in both cases includes a tuition waiver and a stipend for 4 years, the expected time to Ph.D. completion for Ph.D.-only students. M.S.-Ph.D. students are eligible for an additional year of support. Funding beyond these time limits will be considered by the HASS Dean on a case by case basis. These and other sources of internal funding are described below.

Students are also eligible for one year of *absentia* status subject to approval by the department, the School, and the Office of Graduate Education. *Absentia* status requires payment of a fee but not tuition.

Students are encouraged to apply also for external funding from sources other than RPI. If a student receives a tuition waiver to match an external fellowship, this does not count as a year of RPI support. A year's external support does not extend the schedule for degree completion. Students must remain in good academic standing to be eligible for tuition waivers as well as for stipends.

7.1. Rensselaer Teaching Assistantships

Rensselaer Teaching Assistantships involve 2 years of service as a Teaching Assistant followed by 2 additional years of support during preparation of the dissertation, for a total of 4 years of support.

7.2. Rensselaer Graduate Fellowships

The Institute grants a small number of Rensselaer Graduate Fellowships (RGFs) on a competitive basis to incoming doctoral students. Recipients will not serve as a TA or RA while supported by a Rensselaer Fellowship.

7.3. Humanities, Arts, Architecture, and Social Sciences (HAAS) Graduate Fellowships

The Humanities, Arts, Architecture and Social Science (HAAS) Fellowship Program, run by the Office of Graduate Education, provides support for advanced doctoral students. These include higher stipends than the Teaching Assistantships.

7.4. School of Humanities, Arts and Social Sciences (HASS) Fellowship Program

The School of Humanities, Arts and Social Sciences Fellowship Program is run by the HASS Dean's office. Ph.D. students in good academic standing will be eligible for this program if they came in as funded students (i.e., with a TA-ship or a Rensselaer Graduate Fellowship) and have exhausted their 4-year term of support.

7.5. Supplementary Sources of Support

In addition to the sources described above, students may be supported by internal Teaching and Learning Assistantships (TLA) or as Research Assistants (RAs) on external faculty research grants. Furthermore, they are encouraged to apply for a variety of grants, internships, and travel grants from external sources. The GPD and other faculty will provide information about such opportunities on a periodic basis.

7.6. Student Travel Grants

The department, the School, and the Institute will make travel funds available, as circumstances permit, to students presenting their research at conferences and other professional meetings. A formal application is required (see Section 9) and needs to be accompanied by the letter of acceptance for the presentation.

8. Contacts and Resources

Faye Duchin, Graduate Program Director (GPD)

Betty Jean Kaufmann, Graduate Program Assistant (GPA)

Wayne Gray, School of Humanities, Arts, and Social Sciences (HASS) Associate Dean for Graduate Studies

Elizabeth Large, HASS Director of Student Services

Dean Button, HASS Director of Program Development

Stanley Dunn, RPI Dean of Graduate Studies

Colette Holmes, RPI Economics Librarian (Folsom Library)

9. Forms

These forms can also be obtained from the Internet or in hard copy from the GRA.

9.1. Plan of Study Form

<http://www.rpi.edu/dept/grad/docs/pos02.PDF>

9.2. Independent Study Form

http://www.rpi.edu/dept/srfs/independent_study.pdf

9.3. Comprehensive Exam Application

9.4. Committee Formation Application

9.5. Dissertation Proposal Submission Form (for Candidacy Exam)

9.6. Travel Request Form

• INSTITUTE INSTRUCTIONS

- **PLEASE NOTE** Awarding of the degree is based on satisfactory completion of institute requirements and on satisfactory completion of all courses listed and the registrar's approval of any transfer credits.

GENERAL

You must submit the Plan of Study during your first academic year in an RPI graduate program. In the top portion of the form, indicate your degree, curriculum, advisor, and expected graduation date. Also list any previous graduate level degrees that you have received. Dual degree students, please list both degrees.

You must list all courses that will be applied toward the degree. For every course you list, indicate:

- Course subject;
- Course number;
- Course title;
- Credit hours received for the course;
- Semester in which the course has or will be completed; and
- Whether the course is required, elective, transfer or waived.

TRANSFER CREDITS

If a course is listed as a transfer, the transfer credits **must be approved by the Registrar's Office** before they can be applied toward the degree. You should verify that the Transfer Credit Approval Form and an official transcript showing the completion of the course are on file with the Registrar's Office. Because the residence requirement for the master's degree is 24 credit hours, not more than six credits may be transferred toward the master's degree. A student may not transfer more than 24 credit hours toward a 72 credit hour doctoral degree and no more than 42 credits toward a 90 credit hour doctoral degree.

WAIVERS

If a course is listed as waived, it must be replaced by another course to total the appropriate number of credits required for the degree. This does not apply for the *part-time* MBA degree in Management where up to 12 credits are allowed to be waived.

DUAL MASTER'S DEGREES

If you're receiving a dual degree, please list your other degree in the "Dual Degree" field. A Plan of Study must be filed simultaneously for both degrees. Please be aware that not more than six credit hours used for a master's degree in one area can be applied to a second master's degree.

DOCTORAL DEGREE

The Plan of Study must contain 72 credit hours beyond the bachelor's degree, of which 48 must be earned at Rensselaer with satisfactory grades.* Some programs require 90 credits, of which 48 must be earned at Rensselaer with satisfactory grades; please check individual departmental policies. Students should list these credits in chronological order of registration, and should stop listing credits once they have listed the number required for the degree. In satisfying degree requirements, at least two-thirds of the total credit hours, excluding thesis, must contain the suffix numbers 6000–7999, with the further limitation that no more than 15 credit hours of 4000-4990 courses are to be allowed for a 72 credit hour doctorate or no more than 21 credit hours of 4000-4999 courses for a 90 credit doctorate. The degree must be completed within seven years (five years if entering with a Master's degree) of the first course applied to the degree. 2000 level courses cannot be applied towards a doctoral degree.

MASTER'S DEGREES

The Plan of Study must contain at least 30 credit hours (60 for the MBA and MFA) beyond the bachelor's degree with satisfactory grades.* At least half of the total credit hours presented toward the degree must have the suffix numbers 6000-6999. The master's degree must be completed within two and one-half years. Please be aware that 2000 level courses cannot be applied towards a master's degree.

NOTE

In addition to meeting the institute requirements, the plan must adhere to all departmental regulations.

After you complete the plan, sign it and meet with your adviser for his/her signed approval. After your adviser approves the plan, forward it to the appropriate person in your department for approval.

When the plan receives departmental approval, submit the original to the Registrar. Send a copy to the Graduate School, the department, and the advisor.

*SATISFACTORY GRADES

The average of all grades used for credit toward an advanced degree must be B or better.

9.2. Independent Study Form

Doctoral Program in Ecological Economics

Applicant _____ Date _____

1. Title of proposed Independent Study

2. Number of credits _____

3. Instructor for Independent Study

Attach a proposal containing:

- Course objectives (1 paragraph)
- Course reading list
- Course deliverables (1 paragraph)

Signature of student _____ Date _____

Approval of instructor

Signature _____ Date _____

Approval of Adviser

Signature _____ Date _____

Approval of Graduate Program Director

Signature _____ Date _____

9.3. COMPREHENSIVE EXAMINATION APPLICATION

Doctoral Program in Ecological Economics

Instructions: When you are ready to take a Comprehensive Exam, please discuss with the relevant faculty member and agree upon a date. Then submit this form to the Graduate Program Assistant, who will arrange the time and room. No Comprehensive Exams will be administered until this form is processed.

Name _____ Date _____

Exam _____

Examiner _____

Date of exam _____

9.4. Committee Formation Application

OFFICE OF GRADUATE EDUCATION

**Nomination of Doctoral Committee,
Provisional Thesis Title, & Degree Designation**



To: The Dean of Graduate Education

From: _____ (Dept Chair) Date _____

Re: Student () Mr. () Ms. _____ Dept _____

Student ID # _____ E-mail _____

Student's Current Address

The student whose name is given above has arranged to conduct his/her thesis work for the degree of:
_____ Doctor of Philosophy _____ Doctor of Engineering

With Professor _____

The provisional title for this thesis is

A brief outline of the investigation:

The department of _____ recommends the following doctoral committee

PROPOSED DOCTORAL COMMITTEE Dept/Mailbox

_____, Chair _____, _____
_____, _____, _____
_____, _____, _____

OFFICE OF GRADUATE EDUCATION APPROVAL

_____ for Graduate Education
_____ Date

cc: **Members of Doctoral Committee of the Department**

9.5. DISSERTATION PROPOSAL SUBMISSION FORM (for Candidacy Exam)

Doctoral Program in Ecological Economics

Instructions: When you are ready to take the Candidacy Exam, please confer with your adviser and committee members and agree upon a date. Then submit this form to the Graduate Program Assistant, who will arrange the time and room. No Candidacy Exam will be scheduled until this form is processed. Be sure to submit the dissertation proposal to the Committee by an agreed-upon date in advance of the exam.

Name _____ Date _____

Working title of Dissertation _____

Date of exam _____

Adviser _____

Other Committee Members



Rensselaer

GRADUATE SCHOOL

Student Professional Meeting Presentation Request

Date		
Student Name		
RIN		
Email		
Graduate Program		
Request for travel to		
Select oral or poster presentation (as appropriate)	oral	poster
Presentation entitled		
<i>Please attach a copy of the abstract/paper and the acceptance letter.</i>		
Total		\$
Advisor Contribution		\$
(Dept/Org Financial Manager signature)		
Department Contribution		\$
(Dept/Org Financial Manager signature)		
School Contribution		\$
(School Business Manager signature)		
Request		\$
Graduate School Allocation		\$
Stanley Dunn, Vice Provost and Dean of the Graduate School		

10. Degree Progress Timetable

- Periodic Plan of Study Update and Annual Progress Review
- Within 4 semesters for Ph.D.-only and within 5 semesters for M.S./Ph.D., complete required coursework and pass 4 Comprehensive (Qualifying) Exams
- Candidacy Exam (following Comprehensive Exams)
- Dissertation Defense

Ph.D.-only

Year 1

Students assigned initial advisers
 Complete Plan of Study
 Complete 2-4 Comprehensive Exams
 Think about potential dissertation topics

Year 2

Complete remaining Comprehensive Exams
 Choose dissertation adviser (if different) and a general topic
 Choose dissertation committee members
 Complete dissertation proposal and Candidacy Exam
 Revise Plan of Study

Year 3

Complete dissertation proposal and Candidacy Exam (if not done)
 Work on dissertation

Year 4

Complete and defend dissertation

M.S./Ph.D.

Year 1

Students assigned initial advisers
 Complete Plan of Study
 Complete 1-2 Comprehensive Exams

Year 2

Complete 3 Comprehensive Exams
 Determine topic for dissertation
 Revise Plan of Study

Year 3

Complete 4 Comprehensive Exams by end of 5th semester
 Choose dissertation adviser (if different) and general topic
 Choose dissertation committee members
 Complete proposal and Candidacy Exam
 Revise Plan of Study

Year 4

Work on dissertation

Year 5

Complete and defend dissertation.

Notes:

- An additional *absentia* year is possible.
- The model assumes the student is funded by RPI in first two years, but students can be externally funded for any part of those two years or throughout their time at RPI.
- A TA must register for a minimum of 9 credits a semester and an RA for a minimum of 12.
- Maximum number of credits allowed per semester is 15.

Other Program Requirements:

- 72 credit hours of coursework
- Required courses (or waivers): Advanced Environmental Economics, Advanced Ecological Economics, Advanced Microeconomics, Advanced Macroeconomics, and Advanced Quantitative Analysis and/or Advanced Econometrics
- Comprehensive Examinations in: ecological economics, microeconomics, macroeconomics, and econometrics.

General Expectations:

- Must take Workshop for Preventing Plagiarism
- All Incompletes must be completed before registering for each Fall Semester
- TAs must attend RPI's TA Orientation
- Attendance expected at Department seminars
- Students will seek external and RPI fellowships throughout their period of study at RPI
- Students will work with faculty to seek external grant funding

Glossary

OGE	Office of Graduate Education
GPA	Graduate Program Assistant
GPD	Graduate Program Director
HAAS Fellowship	Humanities, Arts, Architecture, and Social Sciences Fellowship
HASS	School of Humanities, Arts, and Social Sciences
RA	Research Assistant
RGF	Rensselaer Graduate Fellowship
TA	Teaching Assistant