

GRADUATE STUDENT HANDBOOK

Department of Philosophy and Religion Studies

2012-13

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**DEPARTMENT OF PHILOSOPHY AND RELIGION STUDIES
GRADUATE STUDENT HANDBOOK**

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1. DEPARTMENT INFORMATION

1.1 PROGRAM DESCRIPTION AND OBJECTIVES

The UNT Department of Philosophy and Religion Studies is the home of the nation's leading Doctoral Program in environmental ethics/philosophy and the nation's first Masters Program in the field. All of our twelve permanent faculty members publish in various areas of environmental ethics/philosophy--Including three of Environmental Philosophy's founders--J. Baird Callicott, Eugene C. Hargrove, & Pete A. Y. Gunter. The Department houses several research centers, manages various research programs and publishes the field's leading philosophy journal, *Environmental Ethics*. The Department is also an emerging leader in the philosophy of science and technology studies with more than seven faculty members publishing in the field. The combination of environmental philosophy and science/technology studies creates unique opportunities for students through a flexible program.

The Department also houses the Center for the Study of Interdisciplinary (CSID) and recently we have been singled out for creating the world's first Field Station in environmental philosophy, science, and policy at Cape Horn, Chile. The Department is also home to the Philosophy of Water Project, a leading University program connecting the arts with sciences, and the Philosophy of Food Project, which initiated and maintains the primary website for research on the philosophy of food. The Department also takes pride in hosting the websites for the two major environmental philosophy organizations: IAEP (International Association for Environmental Philosophy) and the ISEE (International Society for Environmental Ethics).

Fostering interdisciplinarity in curricula and research projects, areas of specialization among our faculty include philosophy of ecology, environmental policy, environmental justice, religion and nature, environmental education, philosophy of science and technology, environmental aesthetics, philosophy of water, land ethics, eco-phenomenology, eco-feminism, traditional ecological knowledge, and environmental restoration. We are also growing our secondary specialization in the Philosophy of Science and Technology Studies, with 6 faculty specializing and publishing in the field.

Faculty in the Department affiliate with University-wide environmental initiatives, such as the President's Sustainability Council, and the Research Cluster for Human Health and Environmental Sustainability. Faculty also have affiliated members in interdisciplinary programs such as Women's Studies, Jewish Studies, the Office of International Indigenous and American Indian Initiatives, and the Teach North Texas Science and Math Education Certification Program as well as affiliation in University-wide research projects, such as the Research Cluster for Autism Spectrum Disorder. We are housed in the Environmental Education Science and Technology Building, the home of the Institute of Applied Sciences, which includes the Department in its affiliated membership as well as several Environmental Sciences Departments, such as Biology, Geology, and Geography.

1.2 DEPARTMENT HISTORY

From Dr. Pete A. Y. Gunter, December 2010:

In March, 1969 Professor Richard Owsley urged me to apply for the position of chairman of the soon to be formed philosophy department at North Texas State University (now the University of North Texas). Previously, philosophy had been a small group of professors without a collective identity, shuffled from one department to another (English to Sociology to History; Tinkers to Evers to Chance). In June the university offered me the chairman/founder position. I accepted and arrived from Knoxville, Tennessee, in August, 1969 via exclusive U-Haul Transport.

Like other humanities departments, the university then regarded philosophy as a service program destined to teach introductory courses and crank out massive student hour numbers. Realistically, then, our primary goal as a department had to be to maintain our professor / course / student hour ratios. We were allowed, however, to develop our curriculum, using it to create a minor and then a major in philosophy. It was a difficult balancing act—keeping productive numbers and expanding our reach into upper level courses. But, while remaining a small department, we managed to create and increasingly complete program, gradually adding courses and becoming competitive on the undergraduate level.

Though we managed to grow by accretion, adding a sizable list of minors and majors and occasional new faculty, pickings were sparse. Every spring or early summer we would run out of stationary or postage and have to besiege the Dean of Arts and Sciences for additional funds to purchase them. Occasional grant monies would allow us to bring in speakers, the best known of which was Willard Van Orman Quine.

In the mid-1970's the Dean of the Graduate School told us that the legislature would allow us to award a master's degree in philosophy. We would have accepted, but we were told that the university would give us no more than one hundred dollars to support the new program. This would pay part of the cost for a brochure advertising the degree. We declined, urging the dean, before dispensing this largess, to come up with money for letterhead and postage.

It was not until Max Oelschaeger joined us from the University of Texas at Arlington that we again seriously considered pursuing an M.A. program. Max had just published *The Environmental Imperative* (1977) while I had been working for years to establish a Big Thicket National Biological Preserve in Southeast Texas. Our Many discussions resulted in the determination to get a master's degree in a field which until then had never existed as such: environmental ethics. The program, created in 1992, was for a time shared with the University of Texas at Arlington. In 1990, we were able to bring to the department Eugene Hargrove, founder and editor of Environmental Ethics. In 1995, we were joined by Baird Callicott, author of numerous books on the land ethic and an international expert on the philosophy of its author, Aldo Leopold. Finally, in 2005 we were awarded a Ph.D. in philosophy and environmental ethics. We were then established—on the map—as a major center of environmental and philosophical thought. Quite an achievement, we thought, for a program which originally could not afford a graduate degree and had to scrounge for money simply to stay open.

The preceding account of the fortunes of philosophy at North Texas is accurate. But it leaves out an important development. In the summer of 1984 the UNT campus was flooded by enthusiastic young Christians promising that their appearance would be followed in the next semester by a

tsunami of faith. The tsunami did not materialize, but the sudden plethora convinced us that we should do more to make it possible for students to know about the history of their own and other religions, as well as the existence of theologies (ways of discussing belief) and antitheologies. The result—not easily achieved through state government, was permission to create a Department of Philosophy and Religion Studies (1989). Why is this a department of religion studies and not religious studies? Because the state legislature, terrified of transgressing the boundary between Church and State, opined that while students can not be said to study religiously, it is all right if they study religion. We were thus able to create a minor in religion studies.

One can then look back on over forty years of philosophy at North Texas with a sense of valid satisfaction. What began as a straggling collection of professors passed like gypsies from place to place has culminated in a robust, thriving department, internationally known and able to pursue a many-level course of instruction from religion studies through classical philosophical thought through environmental ethics. In tandem with these, there is a proliferation of new centers and projects, which draw on the department's strengths and apply them. Among these are the Center for Environmental Ethics (Prof. Eugene Hargrove), the Center for the Study of Interdisciplinarity (Prof. Robert Frodeman) and the Philosophy of Water Project (Prof. Irene Klaver). To these one must add the interdisciplinary program which connects and interrelates environmental sciences and environmental philosophy. This arrangement involves a speakers program as well as the taking of philosophy courses by environmental sciences students and the taking of environmental sciences courses by philosophy students.

In conclusion, there are those who believe that philosophy is strictly an ivory-tower enterprise. The philosophy program at North Texas finds no reason to deny that the various stands of philosophy can pursue pure analysis of perfectly abstract speculative thought. But it all has, we believe, to be brought down to earth somewhere. That is, to borrow Plato's insight, philosophers may wish to bask in enlightenment, but in fact, they need to be urged to return the chancy "cave" of the real world and enlighten both those who live there and the methods/concepts they use to deal with the creatures that live there. We believe that the Philosophy program developed at the University of North Texas does exactly this.

1.3 FACULTY AND STAFF

The Department of Philosophy and Religion Studies is a diverse community of international faculty, students, and staff whose commitment to philosophizing the most pressing scientific, political and social issues of our day takes us to the edge of current research practices while keeping us firmly in touch with the perennial processes of philosophy. Our full-time faculty is below.

Adam Briggle, Assistant Professor; Ph.D., University of Colorado. Bioethics; environmental studies; ethics and culture of new media; ethics and policy of science and technology; philosophy of technology.

J. Baird Callicott, University Distinguished Research Professor; Ph.D., Syracuse University. Environmental philosophy; land ethics; Aldo Leopold; American Indian attitudes toward nature; ancient philosophy.

Nancy Ellis, Administrative Coordinator and Assistant to the Chair

Robert M. Figueroa, Associate Professor and Graduate Advisor; Ph.D., University of Colorado. Environmental justice studies; environmental philosophy/ethics; environmental policy; philosophy of heritage and culture; social-political philosophy; philosophy of science and technology; critical race theory; pre-college philosophy.

Sarah E. Fredericks, Assistant Professor; Ph.D., Boston University. Environmental ethics (Christian and philosophical); science and religion; science and Christianity; science and Islam; Christian theology; sustainable energy; indicator development.

Robert L. Frodeman, Professor; Ph.D., Pennsylvania State University. Continental philosophy; environmental ethics and philosophy; philosophy of science policy; science and technology studies; theory and practice of interdisciplinarity.

Patricia Glazebrook, Professor and Department Chair; Ph.D., University of Toronto. Environmental philosophy/ eco-phenomenology; Heidegger; gender and environmental policy; international development; feminism; ancient philosophy; philosophy of science and technology.

Eugene C. Hargrove, Professor; Ph.D., University of Missouri. Environmental philosophy; nature aesthetics; history of ideas behind environmental thought; contemporary philosophy; Wittgenstein.

J. Britt Holbrook, Assistant Professor; Ph.D., Emory University. Philosophy of science and technology policy; ethics; 19th- and 20th-century Continental philosophy.

Pankaj Jain, Assistant Professor; Ph.D., University of Iowa. Environmental issues and movements in India; Hindi/Urdu language and literature; Hinduism; Jainism; religion and film of India; Sanskrit language.

George A. James, Associate Professor; Ph.D., Columbia University. Asian philosophy; comparative philosophy; comparative environmental ethics; environmental issues and movements; history and phenomenology of religion; history and philosophy of the study of religion; phenomenology; philosophy of religion.

Jaime Jiménez, Professor and Senior Ecologist in the Sub-Antarctic Ecosystems and Biocultural Conservation Cluster; Ph.D., Utah State University. Wildlife conservation and environmental studies in the sub-Antarctic region of Chile.

David M. Kaplan, Associate Professor; Ph.D., Fordham University. Hermeneutics; philosophy of technology; philosophy of food and food ethics; critical theory; phenomenology; social-political philosophy; aesthetics.

Irene Klaver, Associate Professor; Ph.D., State University of New York at Stony Brook. Philosophy of water; aesthetics; feminist theory; philosophy of science; ancient Greek philosophy.

Ricardo Rozzi, Professor; Ph.D., University of Connecticut. Environmental ethics; Latin American philosophy; philosophy of biology; biocultural conservation.

Matt Story, Administrative Specialist IV and Graduate Program Manager

Michael Thompson. Lecturer and Undergraduate Advisor. University of South Florida. Immanuel Kant, Modern Philosophy; Imagination; Metaphysics; Cognitive Architecture, Embodied Cognition.

Dale Wilkerson, Principal Lecturer and Undergraduate Advisor; Ph.D., University of Texas at Dallas. History of ideas; continental philosophy; ethical theory; Nietzsche; Heidegger; hermeneutics; social-political theory.

Martin Yaffe, Professor; Ph.D., Claremont Graduate School. Social-political philosophy; Jewish philosophy; ancient philosophy; medieval philosophy; modern philosophy; metaphysics.

1.4 GRADUATE COURSES OFFERED

PHIL 5000. Environmental Ethics. 3 hours. An examination of the philosophical origins of environmental philosophy and the basic positions in the field of environmental ethics. Key authors in environmental philosophy are surveyed, as well as topical considerations of a variety of schools of thought with emphasis on theories of environmental value, legal and moral rights for nature, animal liberation and Western philosophical and religious traditions.

PHIL 5010. Philosophy of Ecology. 3 hours. Traces the evolution of ecology from its roots in 19th-century natural history to the present with an emphasis on the prominent paradigms and conceptual trends, such as organicism, community ecology, ecosystem ecology, disturbance and flux . Also explores the sociocultural contexts in which ecology emerged and now exists, including the so-called second scientific revolution and the two-culture split.

PHIL 5100. Topics in Ancient Philosophy. 3 hours. A concentrated examination of some major problem areas in ancient Western philosophy - for example: concepts of nature, concepts of the character and function of knowledge, concepts of the nature and extent of value. Major thinkers normally covered include the historiographical study of Pre-Socratic figures, Plato and Aristotle.

PHIL 5200. Topics in Modern Philosophy. 3 hours. A concentrated examination of some major problem areas in modern Western philosophy - for example: concepts of nature, concepts of the character and function of knowledge, concepts of the nature and extent of value. Major thinkers covered can include Descartes, Spinoza, Locke, Hume and Kant.

PHIL 5300. Social and Political Philosophy. 3 hours. A focused examination of the relation between philosophical ideas and community, natural right, justice, political freedom and authority. Exploration of historical and contemporary figures and schools of thought, may include Aristotle, Hobbes, Locke, and Mill, as well as Rawls and his critiques, feminist political thought, and critical race theory

PHIL 5400. Ethical Theory. 3 hours. A focused examination of a variety of metaethical and normative theories of moral philosophies, such as virtue ethics, utilitarianism, deontology, emotivism, and care ethics. Explorations of historical and contemporary philosophical ethics may include feminist ethics, and canonical figures such as, Aristotle, Kant, and Mill.

PHIL 5500. Philosophy of Science and Technology. 3 hours. A focused examination the relationship between science and technology, the role of experiment and instrumentation in scientific practice, the social construction of scientific knowledge and technical artifacts, the nature of technology in human perception and experience, and the broader social impacts of science and technology.

PHIL 5600. Philosophy of Religion. 3 hours. A focused examination of the concepts, belief systems, and practices of religions. Topics include religious experience, faith and reason, arguments for God's existence, the problem of evil, religious language, life after death, miracles, religion and science, and the conflicting claims of different religions.

PHIL 5700. Departmental Pedagogy Seminar. 3 hours. An examination of philosophies of education and pedagogical techniques and problems. Includes instruction, advising, and preparation for professional development for academic careers, troubleshooting in the classroom, course preparation, university policies on teaching and student responsibilities, and teaching demonstrations.

PHIL 5900-5910. Special Problems. 1-3 hours each. Prerequisite(s): consent of department.

PHIL 5950. Master's Thesis. 3 or 6 hours. To be scheduled only with consent of department. 6 hours credit required. No credit assigned until thesis has been completed and filed with the graduate dean. Continuous enrollment required once work on the thesis has begun. May be repeated for credit.

PHIL 6100. Epistemology. 3 hours. Examines the nature of knowledge and justification. Issues include the relationship between knowledge and opinion, skepticism and the possibility of knowledge, the nature of truth and meaning, the roles of perception, social construction, and gender and ethnicity in knowing and believing.

PHIL 6150. Metaphysics. 3 hours. Examination of problems that arise from attempts to give an account of reality and its manifestations: possibility and necessity, causality, the nature of events, mind-body, substance versus property dualism, and universals.

PHIL 6200. Existentialism. 3 hours. An examination of the place of humanity in the world and its relations to problems of self, authenticity, freedom, and anxiety; Kierkegaard, Nietzsche, Heidegger, and Sartre. Seminar may be a survey of philosophers or single-philosopher oriented.

PHIL 6250. Aesthetics. 3 hours. An examination of the theories of the beauty of nature and art in the history of philosophy as found in the visual arts and literature to understand the nature of aesthetic experience, artistic expression, the sublime, and the relation of art to nature, truth, ethics, and culture.

PHIL 6300. Symbolic Logic and Metamathematics. 3 hours. Review of the history, development and present status of symbolic logic and metamathematics, including a consideration of the problems encountered in the philosophical interpretation of logical concepts.

PHIL 6350. American Philosophy. 3 hours. An examination of the development of pragmatism and American philosophy in the central philosophical works of Pierce, James, Dewey, and Mead; as well as philosophical contributions of later pragmatism

PHIL 6400. Philosophy of Technology. 3 hours. An examination of the nature of technology as well as the effects and transformation of technologies upon human knowledge, activities, societies, and environments. The aim of philosophy of technology is to understand, evaluate, and criticize the ways in which technologies reflect as well as change human life, individually, socially, and politically.

PHIL 6450. Bioethics. 3 hours. Examines the historical development and contested nature of bioethical inquiry in relation to the history of philosophic ethics more generally. Explores topics within bioethics, including clinical ethics, ethics of research and emerging technologies, the relationship with policy and politics, and the relationship with environmental ethics.

PHIL 6500. Cultural Criticism. 3 hours. A transdisciplinary analysis of culture, popular culture, politics, subjectivity, and everyday life. Topics may include Marxism and critical theory, power and knowledge, deconstruction and literary theory, semiotics and psychoanalytic theory, post-colonial discourse and globalization theory.

PHIL 6550. Religion and Science. 3 hours. An examination of the complex historical and contemporary relationship between sciences and religions. Historical elements focus on the rise of modern science and “the Galileo Affair.” Typologies of the relationship between science and religion as well as theoretical similarities and differences between the disciplines will also be studied. Contemporary issues include religion and ecology, intelligent design, and the expansion of theories of science and religion to include non-Western religious traditions.

PHIL 6600. Topics in Judaic Religion and Philosophy. 3 hours. Philosophical examination of a wide range of Judaic texts— biblical, medieval and modern—which address Jewish law, history and thought from diverse points of view. Topics may include contemporary controversies over Judaism’s teachings concerning environmental ethics.

PHIL 6700. Philosophy of Water Issues. 3 hours.

An examination of water issues at the interface of science, policy, philosophy, art and culture. Philosophical approaches include ethics, aesthetics and ontology of water, epistemological analyses of water conflicts, local and global governance theories.

PHIL 6710. Ecofeminism. 3 hours. Examines the merger of feminism with environmental ethics and its subsequent evolution. Subject matter includes the analysis of patriarchy, gender issues and multicultural perspectives within the larger framework of ethical and philosophical responses to ecocrieses.

PHIL 6720. Comparative Environmental Ethics. 3 hours. An exploration of resources for environmental philosophy in non-Western traditions, focusing on South and East Asian traditions.

PHIL 6730. Western Religion and the Environment. 3 hours. A historic and contemporary overview of Euro-American religious thought concerning the environment, including investigation of the ancient Western religions, Judaism, Christianity and Native American religions.

PHIL 6740. Environmental Ethics and Public Policy. 3 hours. This course will investigate the policy turn in environmental philosophy, exploring ways to make environmental ethics/philosophy more relevant to decision-makers, public agencies, and stakeholders groups.

PHIL 6750. Environmental Justice. 3 hours. This course represents an effort to critically engage the Environmental Justice Movement (broadly construed) by studying its histories, the terms and concepts evolving from the movement, the philosophical implications of the movement, and the struggles of people shaping the movement. Examines the underlying notions of environmental goods and harms, the perspectives of environmental law and policy, and the politics of environmental identities.

PHIL 6760. Topics in Environmental Philosophy. 3 hours. A focused examination of the perennial or emerging topics in environmental philosophy, such as the intrinsic value of nature, monism versus pluralism, ecophenomenology, holism versus individualism, and non-Western explorations of environmental ethics and philosophy.

PHIL 6770. PHIL Natural History and Philosophy of Rivers. 3 hours. Ecological, geological and philosophical history of arid watersheds of the western United States. Extended field trip required to study interactions of geology, fauna, flora, environment, cultural development and environmental ethics. Prerequisite(s): consent of instructor. (Same as BIOL 5670)

PHIL 6900-6910. Special Problems. 1-3 hours each. Research by doctoral students in fields of special interest. Prerequisite(s): consent of department.

PHIL 6950. Doctoral Dissertation. 3, 6 or 9 hours. To be scheduled only with consent of department. 12 hours credit required. No credit assigned until dissertation has been completed and filed with the graduate dean. Doctoral students must maintain continuous enrollment in this course subsequent to passing qualifying examination for admission to candidacy. May be repeated for credit.

PHIL 6960. Seminar in Problems of Philosophy. 3 hours. Intensive analysis of major philosophical issues against the background of classical and contemporary investigations. May be repeated for credit as topics vary.

1.5 FINANCIAL SUPPORT

TA / TF / RA Positions

Teaching Assistantships (TA) and Teaching Fellow (TF) positions are available for a number of our graduate students. Teaching Assistantships are often allocated for 1st year graduate students (<18 hours of coursework completed). Teaching Fellowships (graduate students who are responsible for teaching 1-2 class sections within the department.) are allocated throughout the graduate community through TA/TF Supervisor before each term. In recent years, the stipends began at \$13,700 per year. With optional summer teaching (one to two courses), the stipend can be as high as \$20,500 (provided summer funding is available). It includes a waiver of out-of-state tuition (i.e., the student pays at the in-state rate instead). Currently, tuition reductions are unavailable. Please see table below for complete TA/TF salary information.

Level 1 (Teaching Assistant)	Level 2 (Teaching Fellow)	Level 3 (Ph.D Candidacy / ABD)
Salary \$12,069 - \$15,086	Salary \$14,199 - \$17,749	Salary \$16,329 - \$20,411
Semester \$6,034 – \$7,534	Semester \$7,099 – \$8,874	Semester \$8,164 – \$10,205
Monthly \$1,341 - \$1,676	Monthly \$1,577 - \$1,972	Monthly \$1,814 - \$2,267

The Department also has a limited number of Research Assistant (RA) positions available. Research Assistants typically work on one or another of the Departmental Projects or Centers. Stipends for RAs vary, but are at least as much as that of a TA/TF. To enquire about RA positions, contact each project or center independently or speak with the Director of Graduate Studies.

Academic Achievement Scholarship

For newly admitted PhD students only. The Academic Achievement Scholarship (AAS) is a one-year \$1,000 tuition scholarship that begins during the Fall semester only. If all scholarship requirements are met, the student will automatically receive a one-time renewal of the scholarship. Recipients who are international and non-resident may be eligible to pay Texas resident tuition during the term of the scholarship. New applicants should inquire about the AAS via the Graduate Program Administrator or the Director of Graduate Studies for more information.

Graduate Assisted Tuition Scholarship

The GATS covers all tuition and mandatory fees and the nomination is made by the Department. The duration is flexible and determined by departmental nomination as the award can be given for a period ranging between one semester and up to 12 long academic semesters for doctoral students. Master's students are eligible for up to 6 long academic semesters.

Robert B. Toulouse Fellowship

The Robert B. Toulouse Fellowship (RBTF) is a highly competitive program that was created to recruit the very best graduate students who show promise for conducting important research or creative activity and are committed to full time enrollment. The program is a multi-year funding package for incoming PhD students only. This package includes a stipend, the deferral of all tuition and mandatory fees (excluding miscellaneous and course specific fees) and health benefits. Incoming PhD student are nominated by the Department at the time of acceptance.

Thesis / Dissertation Fellowship

The Thesis and Dissertation Fellowship (TDF) supports outstanding doctoral students who have achieved candidacy and are in the last year of their thesis or dissertation. This fellowship is for one year and includes a stipend, the deferral of all tuition and mandatory fees (excluding miscellaneous and course specific fees) and health benefits. ABD PhD students are nominated by the Department at the time of acceptance, please notify the Graduate Program Administrator or the Director of Graduate Studies of your interest in the fellowship. The awards are offered to a diverse group of outstanding students who are completing their degrees in a timely fashion and will complete the thesis or dissertation in the year in which they hold the award.

Travel Grants

1. The Toulouse Graduate School (TGS) offers a limited number of grants to selected graduate students who are in good academic standing. These travel grants are offered to support the costs of travel to professional meetings that are relevant to their degree. To be eligible, graduate

students should be presenting research or a creative activity that they have authored/co-authored. It must have been peer reviewed and accepted for presentation. If acceptance is pending, students can still apply but the final award of a travel grant is contingent upon acceptance for presentation. Students who are simply attending a meeting without any active participation are ineligible for travel grant funding.

Interested students must have an approved degree plan on file in the Graduate School and must be receiving at least \$100 in matching funds from their departments (or other appropriate sources). Travel grants can be submitted at any point throughout the academic year. The grants are awarded on a rolling basis with three evaluation deadlines throughout the semester (October 1, February 1, June 1). Preference will be given to students who are first-authors of scholarly research or creative presentations. The maximum amount awarded will range between \$300 - \$500. For projects that involve more than one student, a maximum of two travel grants can be awarded. The application must identify the student's co-author who is also applying for a travel grant.

(Note: Students may receive only one Travel Grant for the academic year and all students wishing to apply for the TGS Travel Grants must attend at least 3 TGS Graduate Professional Development workshops. See the TGS website for details.)

How to Apply for the TGS Travel Grant

1. To begin, download the Faculty Evaluation for Travel Grant Applicants (PDF) from the TGS website and give it to the appropriate faculty members who will verify matching funds and provide a quick evaluation. This form can be completed and electronically signed by the appropriate parties. If you prefer to print this form and gather traditional signatures, you'll need to scan it and convert it to a PDF before submitting your application.
 2. Next, login and fill out the online application [<http://tsgs.unt.edu/graduatelife/travel-grants/apply>]. The last step will be to upload a PDF of the Faculty Evaluation for Travel Grant Applications form, so make sure you have this complete before beginning the online application.
 3. Once your application is submitted, you'll receive a confirmation message. Your application will be reviewed during the next evaluation period and you'll be notified of acceptance or denial within two weeks of the submission deadline.
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2. The Student Government Association (SGA) also offers travel support via the Raupe Travel Grant, a scholarship to UNT students who are attending a conference that will not only benefit the university, but themselves as well, enriching the student with knowledge and a learning experience that they can't get in a classroom setting. Students can receive up to \$500 a semester towards their conference(s). This grant is only offered twice a year (once in the fall semester, and again in the spring semester) and applications are made online [<http://sga.unt.edu/>].
 3. The International Office at UNT also provides travel support for students attending conferences or performing research outside the United States via the Global Learning and Experience Study Abroad Travel Grant. To qualify, students must be enrolled at the University of North Texas, having paid into the Student Service Fee funds, and be making Satisfactory Academic Progress as defined by the Office of Student Financial Aid and Scholarships. Students must also have submitted a Free Application for Federal Student Aid (FAFSA) for the 2011-2012 academic year to ensure they have financial need as well as submitted an application to attend classes full time during the academic year in one of UNT's international programs, which include faculty-led,

exchange or affiliated program. Students do not have to be admitted to a program to apply for the grant, but must attend a program if a grant is awarded. If eligible, students will receive a university grant of \$500.00. Applications should be completed online, through the UNT-International website [<https://studyabroad.admin.unt.edu/>].

2. ADMISSIONS

2.1 APPLICATION REQUIREMENTS

The Department of Philosophy and Religion Studies only accepts graduate students in the Fall. No new students will be admitted in Spring semesters. The deadline for application is January 1st. Six items compose your graduate application: 1) college and university transcripts, 2) standardized test scores, 3) a statement of purpose, 4) a writing sample, 5) three letters of recommendation, and 6) a CV/Resumé.

Transcripts

Transcripts are required from every college or university you have attended and must arrive by the application deadline. Contact the colleges and universities you have attended about their processes for providing official transcripts.

Standardized Test Scores

Request that official test score reports (GRE, GMAT, MAT, etc.) from the testing agency be sent to the Toulouse graduate school.

Statement of Purpose

The applicant should provide reasons for pursuing graduate work in philosophy at UNT and the specific areas of academic interest (e.g., sub-disciplinary areas of interest within the field). Please mail Statements of Purpose directly to the Department of Philosophy and Religion Studies (address above).

Three Letters of Recommendation

Three letters of recommendation from persons able to personally evaluate the applicant's philosophical ability and potential. These letters should be mailed to the UNT Department of Philosophy and Religion Studies (address below).

Writing Sample

Submit a sample, typically 15-25 pages in length, of the applicant's philosophical writing / research and send it directly to the UNT Department of Philosophy and Religion Studies (address above).

Curriculum Vitae (CV)

Submit a CV which provides an overview of the applicant's academic and professional life and qualifications. For information about a CV's structure and appropriate information, see [<http://owl.english.purdue.edu/owl/resource/641/01/>].

2.2 APPLICATION PROCESS

The application process can be split up into four parts, best performed in the following order:

1. Apply to the UNT Toulouse Graduate School, filed through www.applytexas.org. Note: *The Toulouse School of Graduate Studies requires that applicants which are U.S. citizens pay \$60.00 USD per applicant (non U.S. citizens will pay a \$75.00 USD application fee per applicant).*
2. Request official transcripts from all colleges and universities you have attended. Contact the registrar's office at each institution. Most institutions will send transcripts directly to UNT. If not, have them send the transcripts to:

UNT Graduate School
1155 Union Circle #305459
Denton, TX 76203-5017

The transcripts must show you have earned a bachelor's degree from a regionally accredited institution and earned the required grade point average. GPA requirements for UNT are:

- a 2.8 GPA or higher on all undergraduate work used to complete a bachelor's degree *OR*
- a 3.0 GPA on the last 60 undergraduate credit hours *OR*
- a 3.4 GPA on work for any completed master's degree.

3. Submit standardized test scores (GRE, GMAT, MAT, etc.) directly to UNT when you take the test or send an official copy of your scores to the UNT Graduate School. The UNT school code for the GRE is 6481. The UNT school code for the GMAT is 6DP-8M-55. The UNT school code for the MAT is 2255.
4. Send Departmental Application materials (a statement of purpose, writing sample, three letters of recommendation, and CV) directly to the Philosophy and Religion Studies Department at:

University of North Texas
Department of Philosophy and Religion Studies
1155 Union Circle #310920
Denton, Texas 76203-5017

3. CERTIFICATE PROGRAMS

The University of North Texas offers academic certificate programs for graduate credit at the post-baccalaureate and post-master's levels so as to enhance existing master's degrees in ways that will make the university a life-long center of graduate education for the citizens of Texas, the nation, and the world. The Department of Philosophy and Religion Studies offers two certificates, both in environmental philosophy. Admission inquiries should be directed to the Director of Graduate Studies.

Introductory Environmental Philosophy (Level One) Certificate requires 12 credit hours from the courses listed below:

PHIL 5000. Seminar in the Philosophy of Ecology or
PHIL 5010. Environmental Ethics.

plus three of the following:

PHIL 6700. Philosophy of Water Issues
PHIL 6710. Ecofeminism
PHIL 6720. Religion and Ecology
PHIL 6730. Christianity and the Environment
PHIL 6740. Environmental Ethics and Public Policy
PHIL 6750. Environmental Justice
PHIL 5900 or 6900. Special Problems.
PHIL 5910 or 6910. Special Problems.

(Note: The topics for PHIL 5900, 5910, 6900 and 6910 must be explicitly related to environmental ethics.)

Advanced Environmental Philosophy: (Level Two) Certificate requires 12 credit hours from the courses listed below: *(Note: Semester credit hours completed as part of the Environmental Ethics Certificate: Level One do not count toward the completion of the Environmental Ethics Certificate: Level Two and the advanced certification requires the completion of the Level One Certification.)*

PHIL 5000. Seminar in the Philosophy of Ecology or
PHIL 5010. Environmental Ethics.

plus three of the following:

PHIL 6700. Philosophy of Water Issues
PHIL 6710. Ecofeminism
PHIL 6720. Religion and Ecology
PHIL 6730. Christianity and the Environment
PHIL 6740. Environmental Ethics and Public Policy
PHIL 6750. Environmental Justice
PHIL 5900 or 6900. Special Problems.
PHIL 5910 or 6910. Special Problems.

(Note: The topics for PHIL 5900, 5910, 6900 and 6910 must be explicitly related to environmental ethics.)

4. M.A. PROGRAM

4.1 MA PROGRAM INFORMATION

Students pursuing academic careers in the humanities and the sciences may take the Master of Arts in Philosophy as preparation for Ph.D.-level work in philosophy and other environmentally related fields. The curriculum for the Master of Arts provides students with foundational training in environmental philosophy, the history of Western philosophy and religious studies, and interdisciplinary experiences through a flexible program. It is also a good background for students planning careers in environmental law.

In the initial stages of study the departmental Director of Graduate Studies will primarily advise students. Student supervision and advisement in the more advanced stages of study will be the responsibility of the student's major professor and committee. Graduate students assume full responsibility for knowledge of all Toulouse School of Graduate Studies and University of North Texas rules, regulations, and deadlines published in the Graduate Catalog and of all departmental and program requirements concerning their degree program.

Milestone Schedule

1. Apply for Admission at least six weeks prior to registration (seven to eight months prior to registration for foreign students).
2. Meet with Director of Graduate Studies, assigned by department chair, to plan course of study for first semester before first semester registration.
3. Establish major professor/advisory committee and prepare proposed degree program upon or before the completion of 12 semester hours of coursework.
4. Submit a degree plan to the Department and Graduate School upon or before completion of 18 semester hours (or one academic year) of coursework.
5. If applicable, determine thesis deadlines, procedures, and requirements and submit a thesis proposal to major professor/advisory committee.
6. Ensure that degree plan and committee are up to date and all course work is completed, schedule final defense of thesis if necessary, and apply for graduation.
7. Submit final defended copy of thesis if necessary.

Time Limitations

All course work and other requirements to be credited toward the master's degree must be completed within the following time periods, depending upon the number of semester hours required for the degree. Time limits are strictly enforced. Students exceeding the time limit may be required to repeat the comprehensive exam, replace out-of-date credits with up-to-date work, and/or show other evidence of being up-to-date in their major and minor fields. Students anticipating they will exceed the time limit should apply for an extension two semesters before the normal time period to complete the degree expires. (Note: Holding a full-time job is not considered in itself sufficient grounds for granting an extension.)

Semester hours required	Completion
42 or fewer	6 years
43 to 49	7 years
50 or more	8 years

Degree Plans

In order to receive a degree, every UNT graduate student must have a degree plan filed with the Toulouse Graduate School. Students will meet with the departmental graduate advisor during their first semester and map out the degree plan. *Students must have a degree plan filed to the department and the graduate school by the end of their first year.* Degree plans can be altered over the duration of course work as many times as the student decides. Every change in the degree plan must be filed with the department and the graduate school. A finalized degree plan must be filed when all requirements are met in order for the student to graduate.

Leave of Absence

This applies to students admitted to the master's degree program who wish to discontinue work toward the degree for a specified period of time due to exigent circumstances. Leave of absence may be granted by the Department, which then notifies the Graduate School. If the student has begun thesis and is under the continuous enrollment requirement, a waiver of continuous enrollment must also be requested and approved by the Graduate School. Degree requirements and graduation must be completed within the appropriate time limit for completion of the degree.

Annual Schedule

- | | |
|------------------|---|
| First Semester: | Meet with Director of Graduate Studies; Establish Major Professor; Nine Hours Coursework. |
| Second Semester: | Submit Degree Plan; Nine Hours Coursework; Committee Status Report. |
| Third Semester: | Thesis Proposal (if necessary); Nine Hours Coursework. |
| Fourth Semester: | Modify / Submit Final Degree Plan; Complete Coursework or Thesis; Defend Thesis (if necessary). |

4.2 MA OPTIONS AND COURSE SEQUENCES

Thesis Option

The student takes a total of 24 semester credit hours of approved course work and a thesis carrying six hours of credit (for a total of 30 credit hours). The student will normally take a minimum of six courses (18 credit hours) in philosophy. Up to six semester credit hours in supporting fields may be selected by the student with the consent of the department. An oral examination is scheduled after the completion of the thesis. (Note: No thesis credit will be recorded until the thesis has been approved by the student's advisory committee, submitted to the graduate dean's office and finally approved by the graduate dean.)

Non-Thesis Option

The student takes a total of 36 semester credit hours. At least seven courses (21 credit hours) are to be in the Department of Philosophy and Religion Studies. An additional three courses (9 credit hours) are to be in a minor field outside of the department. An additional two courses (6 credit hours) may be used to satisfy further philosophical specialization, further study in supporting fields, and/or internship opportunities that enhance the practice of philosophy. An non-thesis oral comprehensive examination is conducted during the final semester of the student's coursework towards the Non-Thesis Option. Effectively satisfying the student's degree plan will be part of the evaluation for the non-thesis oral comprehensive examination, which may involve more than one faculty from the department or the student's minor field.

Course Sequences

Students in either the Thesis or the Non-Thesis Option are required to complete six Course Requirements (18 course credits) from among the following areas:

Environmental philosophy sequence at least two courses (6 credit hours):

- PHIL 5000. Environmental Ethics
- PHIL 5010. Philosophy of Ecology
- PHIL 6700. Philosophy of Water Issues
- PHIL 6710. Ecofeminism
- PHIL 6720. Religion and Ecology
- PHIL 6730. Christianity and the Environment
- PHIL 6740. Environmental Ethics, Science, and Public Policy
- PHIL 6750. Environmental Justice
- PHIL 6760. Topics in Environmental Philosophy

Philosophical topic specialization (3 credit hours):

- PHIL 5300. Social and Political Philosophy
- PHIL 5400. Ethical Theory
- PHIL 5500. Philosophy of Science and Technology
- PHIL 5600. Philosophy of Religion
- PHIL 6100. Epistemology
- PHIL 6150. Metaphysics
- PHIL 6250. Aesthetics

Philosophical history sequence (6 credit hours):

- PHIL 5100. Topics in Ancient Philosophy
- PHIL 5200. Topics in Modern Philosophy

Environmental science course (3 credit hours):

Complete at least one graduate course in Environmental Sciences or related field, such as Environmental Anthropology, to be determined in consultation with Graduate Advisor.

4.3 MA THESIS REQUIREMENTS

Prior to beginning your thesis, discuss your research interests and possible thesis topics with your major professor/advisory committee and the Director of Graduate Studies.

Thesis Committee

Membership of thesis examination committees will include representatives from the Department as well as the minor field, if the student is pursuing a minor area. The number of members on thesis committees will normally be three to five; at least three are required. The majority of committee members must hold regular UNT faculty status. The thesis chair is the student's major professor and guide through the process of thesis development and the demonstration of independent scholarship. Therefore, the chair of the thesis committee, who must be willing to serve, is selected by the student in consultation with the appropriate graduate faculty, graduate advisor or department chair in the student's discipline. (Note: A person who is not a regular member of the University of North Texas graduate faculty may receive a temporary graduate faculty appointment from the graduate dean in order to serve on a committee. For these

appointments, the thesis committee chair should submit an associate membership nomination form, justification for the appointment, and a vita of the prospective committee member.)

Thesis Defense

The candidate must pass a final comprehensive examination principally over the contents of the thesis and related matters. The comprehensive examination may be oral and/or written, or include another form of assessment as determined by the Department, and involve all members of the Thesis Committee. The results of the comprehensive examination must be received by the office of the dean of the Toulouse Graduate School no later than the deadline date for submission of theses by students expecting to graduate at the end of the current term/semester or summer session/term.

Thesis Submission

The University of North Texas, as a member of the Council of Graduate Schools, ascribes to the fundamental tenant on openness and access of thesis and dissertation research. All UNT ETDs are placed in the UNT ETD repository and made available via the online Libraries catalog for reading and/or downloading by all users, including being crawled and indexed by online search engines (e.g., Google). ETDs are available in perpetuity; there are no restrictions regarding who can download the file or how many times it can be downloaded.

In addition to the UNT Libraries, copies of all ETDs are also sent to ProQuest. All students *must* sign and submit a ProQuest publication agreement as part of their required paperwork for graduation. As copyright holders, students earn royalties on every copy sold of their thesis or dissertation so students *must* include their social security number on the ProQuest forms. The "microfilm" graduation fee covers ProQuest's Traditional Publishing option. If a student has opted to restrict access to the UNT Libraries copy of their ETD, this is **not** communicated to ProQuest. Access choices are listed on the ProQuest agreement form but if these are not sufficient, students must contact ProQuest directly to discuss alternatives.

The document submitted to the Toulouse Graduate School must be the absolute final version, with all committee, department and/or college requested changes included. *Subsequent submissions will not be accepted.* When you are ready to submit, bring all of your completed thesis or dissertation documents to the Graduate School. You will be given a Filing Envelope into which all materials should be placed. Please allow enough time to fill out the required information on the front of the envelope. All documents must be turned in by the appropriate deadlines.

A completed thesis packet will include:

1. Filing Envelope Cover (use only if mailing your thesis/dissertation)
2. A CD or flash drive (thumb drive) containing three separate files (with appropriate formatting)
 - a. PDF version of your dissertation/thesis
 - b. PDF version of your abstract
 - c. Word-processing version of your abstract, e.g., MS Word or .txt file
3. Hard copy of both the dissertation/thesis and abstract, *printed from the PDF*. This is a reading copy to assist review, so does not have to be color or good quality paper. The hard copy must be completely "loose," i.e., not bound in any way. This means **no** paper clips, **no** binder clips, **no** staples, etc.
4. Electronic Document Filing Form
5. Final Defense Form (may be submitted directly by your department)

6. ProQuest Agreement Form [<http://tsgs.unt.edu/downloads/thesis/proquest-agreement.pdf>]
7. Copies of any copyright permission letters you have received. Copies can be hard copy or digital (included on the CD)

After your thesis has been submitted, the Graduate Reader will examine your work and email you regarding any necessary revisions (if needed).

5. PHD PROGRAM

5.1 PHD PROGRAM INFORMATION

In order to achieve its specific goal of offering its students a foundational training in environmental philosophy, the history of Western philosophy, agility in several topic areas of philosophy, and interdisciplinary experiences, students in the PhD program in philosophy study with six nationally and internationally known specialists in the field of environmental ethics and with the members of the Faculty of Environmental Ethics, an interdisciplinary graduate faculty representing 18 departments university wide. We are also home to The Center for Environmental Ethics, The Center for the Study of Interdisciplinarity, the Sub-Antarctic Biocultural Conservation Program and the Environmental Justice Project, Philosophy of Food Project and Philosophy of Water Project. In the initial year of study the departmental Director of Graduate Studies will primarily advise students. Student supervision and advisement in the following the first year will be the responsibility of the student's major professor and committee. Graduate students assume full responsibility for knowledge of all Toulouse School of Graduate Studies and University of North Texas rules, regulations, and deadlines published in the Graduate Catalog and of all departmental and program requirements concerning their degree program.

Time Limitations

All work to be credited toward the doctoral degree beyond the master's degree must be completed within a period of 8 years from the date doctoral credit is first earned. No course credit beyond the master's degree that is more than 10 years old at the time the doctoral program is completed will be counted toward the doctorate. Time limits are strictly enforced. Students exceeding the time limit may be required to repeat the QEP, replace out-of-date credits with up-to-date work, and/or show other evidence of being up-to-date in their minor fields. Students anticipating they will exceed the time limit should apply for an extension of time before their seventh year of study. (Note: Holding a full-time job is not considered in itself sufficient grounds for granting a time extension and time spent in active military service of the United States will not be considered in computing these time limits.)

Residency

Every candidate for the doctoral degree must complete the appropriate residence requirement at UNT as prescribed by the individual departments and schools. The minimum residence requirement consists of two consecutive long terms/semesters at UNT (fall and the following spring, or spring and the following fall), or a fall or spring term/semester and one adjoining summer session/term at UNT. During the long terms/semesters a minimum of 9 graduate hours must be taken. During the combined summer sessions/terms a minimum load of 9 graduate semester hours must be taken. (That is, residency is only fulfilled by a course load of 9/9 for the fall/spring or spring/fall or a course load of 6/6/6 for the fall/spring/summer or spring/summer/fall.) Enrolling in courses during the summer does not affect doctoral residence begun the previous spring and completed the following fall.

Continuous Enrollment

Doctoral students must maintain continuous enrollment subsequent to passing the qualifying examination for admission to candidacy. Continuous enrollment means a minimum of 3 semester

hours of dissertation are taken during each fall and spring term/semester, including the term/semester the dissertation is accepted by the dean of the Toulouse Graduate School. Failure to maintain continuous enrollment through the semester of graduation will either invalidate any previous dissertation credit or will result in the student's being dropped from the program, unless granted an official leave of absence by the graduate dean in advance. (Note: Dissertation registration in at least one summer session/term is required if the student is using university facilities and/or faculty time during that summer session/term or to graduate in August.)

Leave of Absence

This applies to students admitted to the doctoral degree program who wish to discontinue work toward the degree for a specified period of time due to exigent circumstances. Leave of absence may be granted by the Department, which then notifies the Graduate School. If the student has begun dissertation and is under the continuous enrollment requirement, a waiver of continuous enrollment must also be requested and approved by the Graduate School. Degree requirements and graduation must be completed within the appropriate time limit for completion of the degree.

Milestone Schedule

1. Apply for Admission at least six weeks prior to registration (seven to eight months prior to registration for foreign students).
2. Meet with Director of Graduate Studies, assigned by department chair, to plan course of study for first semester before first semester registration.
3. Establish major professor/advisory committee and prepare proposed degree program upon or before the completion of 12 semester hours of coursework.
4. Submit a degree plan to the Department and Graduate School upon or before completion of 18 semester hours (or one academic year) of coursework.
5. Upon nearing coursework completion, determine Qualifying Exam Paper (QEP) deadlines, procedures, and requirements and complete QEP per these procedures and requirements.
6. Submit form to add external member to doctoral committee.
7. Ensure that degree plan and committee are up to date, all course work is completed, QEP results have been sent to Graduate School, external committee member(s) added, and submit Committee Status Report to Department.
8. Submit Dissertation Prospectus.
9. Prepare Dissertation.
10. Apply to Graduate at beginning of final semester.
11. Schedule final defense of dissertation no later than four to five weeks prior to filing deadline and notify graduate school of date and time.
12. Submit final defended copy of dissertation.

Annual Schedule

First Year:	Meet with Director of Graduate Studies; Establish Major Professor; Eighteen Hours of Coursework (9/9 or 6/6/6).
Second Year:	Submit Degree Plan; Eighteen Hours of Coursework (9/9 or 6/6/6); Prepare for Qualifying Exam Paper.
Third Year:	Complete Coursework (if necessary); Complete QEP; Modify / Submit Final Degree Plan; Prepare and submit a dissertation prospectus to Committee; Complete Committee Status Report.
Fourth Year:	Preparing dissertation.

Fifth Year: Preparing dissertation.

5.2 PhD OPTIONS AND COURSE SEQUENCES

Categories

Student categories determine the coursework required to earn a PhD in Philosophy at UNT.

Categories for incoming students are determined according to the degree achieved upon admission to the program.

Category 1 students (72 hours)

Accepted to the PhD program with bachelor's degree in any discipline.

- Required courses, 21 hours (6 Hours of History Sequence; 6 Hours Environmental Philosophy Sequence; 3 Topic Specialization Sequence; 6 Hours Interdisciplinary Study Outside Dept.)
- Elective courses, 39 hours
- Dissertation, 12 hours

Category 2 students (42 hours)

Accepted to the PhD program with master's degree in a discipline other than philosophy.

- Required courses, 15 hours (6 Hours Environmental Philosophy Sequence; 3 Topic Specialization Sequence; 6 Hours of History Sequence)
- Elective courses, 15
- Dissertation, 12 hours

Category 3 students (42 hours)

Accepted to the PhD program with master's degree in philosophy.

- Required courses, 12 hours (6 Hours Environmental Philosophy Sequence; 6 Hours Interdisciplinary Study Outside Dept.)
- Elective courses, 18 hours
- Dissertation, 12 hours

Course Sequences

Philosophical history sequence: Two Courses (6 credit hours)

Required of Student Categories: I & II.

PHIL 5100. Topics in Ancient Philosophy
PHIL 5200. Topics in Modern Philosophy

Philosophical topic specialization: One course (3 credit hours)

Required of Student Categories I & II.

PHIL 5300. Social and Political Philosophy
PHIL 5400. Ethical Theory
PHIL 5500. Philosophy of Science and Technology
PHIL 5600. Philosophy of Religion
PHIL 6100. Epistemology
PHIL 6150. Metaphysics
PHIL 6250. Aesthetics

Environmental Philosophy sequence: At least two courses (6 credit hours)

Required of Student Categories I, II, & III.

- PHIL 5000. Environmental Ethics
- PHIL 5010. Philosophy of Ecology
- PHIL 6700. Philosophy of Water Issues
- PHIL 6710. Ecofeminism
- PHIL 6720. Religion and Ecology
- PHIL 6730. Christianity and the Environment
- PHIL 6740. Environmental Ethics and Public Policy
- PHIL 6750. Environmental Justice
- PHIL 6760. Topics in Environmental Philosophy

Interdisciplinary study: At least two courses (6 hours) outside of philosophy, determined in

consultation with Graduate Advisor and Major Professor

Required of Student Categories: I & III.

Dissertation course: 12 credit hours; After completing all other course requirements and the qualifying exam requirement, (QEP) students will enroll in 12 semester credit hours of dissertation writing over the remainder of the degree program. (Note: No more than 12 semester hours of dissertation credit are applied to the degree program, even though more dissertation hours may be accumulated. Grades of PR will be recorded at the end of each term/semester of enrollment until the dissertation is filed with the Toulouse Graduate School and approved by the graduate dean.)

Required of Student Categories I, II, & III.

Departmental Coursework

Any student that desires to apply more than 9 credit hours of coursework taken outside of the department toward the completion of their PhD or MA degree plan must have the approval of the Director of Graduate Studies, in consultation with the student's major professor.

Independent Studies / Special Problems

Graduate students in the Department of Philosophy and Religion Studies will take no more than two special problems or independent studies throughout their graduate career unless approved by the Director of Graduate Studies and the student's major professor. Students should note that a good use of a special problems or independent study course is to arrange one with their major professor in their last year of coursework, in order to assist in the development of a literature base, dissertation topic, and working relationship between the major professor and the student.

Pass-through Master's Requirements

To receive a 'pass-through' Master's Degree, on the way from a Bachelors degree to a PhD, the student is required to take a total of 30 semester credit hours, pass a short non-thesis oral exam with the Director of Graduate Studies and the student's major professor, as well as complete an 'Application for Pass Through Master's Degree' from the Graduate School. At least seven courses (21 credit hours) of the required coursework are to be in the Department of Philosophy and Religion Studies.

5.3 PhD QUALIFYING EXAM PAPER

The purpose of the Qualifying Exam Paper (QEP) is for the PhD student in philosophy to develop and demonstrate an area of scholarly competency beyond the specialization of the student's dissertation topic. Consistent with the Toulouse Graduate School Requirement for Qualifying Examination and Admission to Candidacy this qualifying exam paper will require the student to demonstrate competency with exemplary writing, research, and analytical skills. Students are to produce a paper of high scholarly merit consistent with "publishable" quality standards. Specifically, preparing for the QEP entails all course requirements are completed and all requirements set by the Department Toulouse Graduate School are satisfied. Also, the Qualifying Exam Paper must be on a topic explicitly other than the dissertation. However, content and research for examination may be present in minor portions of the ultimate dissertation project.

Deadlines

Upon the final semester of coursework, the PhD students will prepare to submit the Qualifying Exam Paper, which must be turned in as a final and complete draft by the deadline following the semester of course completion (Note: under extenuating circumstances, the student can consult the leave policy or seek an extension by coordinating with the Director of Graduate Studies):

- QEP Proposal due to the chair of the Qualifying Exam Committee by January 15th
- QEP paper due to the Chair of the Qualifying Exam Committee by May 15th
- Revisions of papers are due by August 1st
- Students funded by the Department will be advanced to Level 3 pay scale if the revision is submitted by August 1st. Any revisions submitted later than August 1st, even with extenuating circumstances, will not be advanced to Level 3 pay scale until the following year. This is policy for the University that Level 3 pay scale increases occur only during fall semesters, and any revised paper submission after August 1st will fail to meet the Departmental arrangements to meet the University policy.

QEP Proposal

The proposal for the Qualifying Exam Paper consists of a one to two page description of the topic of the QEP and how it differs from the student's proposed dissertation topic. The Proposal should be sent directly to the Chair of the Qualifying Exam Paper Committee to be approved by the entire QEP Committee.

Format

Qualifying Exam Papers must be between 6000 and 8000 words long; this word count is strictly enforced. (Any paper outside of that number will be immediately returned to the author. Notes and bibliography are NOT included in the word count.) The papers must be double-spaced, including the mandatory abstract, but notes may be single-spaced. Citations, as well as a Works Cited or Bibliography pages must follow the style of the *Journal of Environmental Ethics*; this is an in-house journal that can be easily accessed at [<http://cep.unt.edu>].

Evaluation

The Qualifying Exam Committee (QEC) will evaluate the paper. The QEC will be comprised of three tenured faculty, who serve on an annual basis. The QEC membership will be determined during the May committee assignment meeting. The paper evaluation is based upon a general rubric of "publishable quality." (Note: The QEC recognizes the diversity of philosophical paper

topics, the multiplicity of argument styles, and the multiplicity of philosophical end points. The QEC therefore gives consideration to the different kinds of questions that can be addressed in the qualifying exam paper.)

Publishable papers are based upon evaluation criteria that are addressed with the following list of considerations and guiding questions, this list is neither exhaustive nor measuring as a sufficient condition for the QEC's evaluation options given the different available approaches available to candidates.

1. Does the paper address an important problem or issue in current philosophical scholarship?
2. Does it develop a clear philosophical approach or method in discussing the problem or issue at hand?
3. Is it well organized and clear?
4. Is the reasoning in the paper sound?
5. Is the textual and historical scholarship sound?
6. Does it take into account relevant existing scholarship and publications?
7. Does it make a significant contribution to current philosophical scholarship?
8. Does it use proper scholarly format and style?
9. Are there any other comments about the paper relevant to the issue of its readiness for submission to a professional journal?

It is the obligation of the student to ensure a meeting with the QEC to discuss expectations and conditions of the qualifying exam paper prior to completing the last semester of coursework.

The QEC will evaluate the student's paper, provide comments, and a ranking Pass/Fail grade in a timely manner. The final rankings of a paper will fall under the following designations:

Pass with Distinction- Top ranking of the paper assessed by the QEC to be publishable and representing of significant contribution to the field of the author's paper topic.

Pass- A ranking of the paper by the QEC as satisfactorily meeting the Qualifying Exam Requirement.

- Pass - Unconditional passing moving student to All But Dissertation (ABD) status as a doctoral candidate. Students will be expected to present a Passed Paper in a Department Colloquium.
- Pass with Minor Revisions - Student will revise the paper according to the comments provided by the QEC. The QEC and the student will agree to a date by which revised paper must be completed. Upon reevaluation by the QEC the student will be given either a Pass or Fail grade. Pass grade moves the student to ABD status as a doctoral candidate. Fail grade will be given if revision is unsatisfactory or deadline for revision is unmet. Conditions of Fail grade are listed below.
- Pass with Major Revisions - Student will be required to deal with major revisions according to the comments provided by the QEC. The QEC and the student will agree to a date by which the revised paper must be completed. Upon reevaluation by the QEC the student will be given either a Pass or Fail grade. Pass grade moves the student to ABD status as a doctoral candidate. Fail grade will be given if revision is unsatisfactory or deadline for revision/resubmission is unmet. Conditions of Fail grade are listed below.

Fail - A ranking of the paper by the QEC as unsatisfactorily meeting the Qualifying Exam Requirement.

- Fail - Upon conditions stated in the revision categories above or the QEC's evaluation of a Failed ranking for the original paper submission, the student will be dismissed from the PhD Program in Philosophy with an opportunity to appeal the Fail grade through a rewrite and resubmit process.
- Appealing the Fail Grade: In the event of a Fail grade, the student may appeal the grade once by a rewrite and resubmit condition. The resubmitted paper must satisfy the conditions of an unconditional passing grade in order to avoid program dismissal.

The student will be required to deal with major revisions that amount to rewriting and resubmitting the paper according to the comments provided by the QEC. The QEC and the student will agree to a date by which revision/resubmission must be completed. An appeals committee comprised of the QEC, Graduate Advisor, Major Professor, and the Department Chair will confer to determine the merits of the appeal and resubmitted paper. Upon reevaluation by the QEC the student will be given either a Pass or Fail grade. Pass grade moves the student to ABD status as a doctoral candidate. Fail grade in this appeal will result in dismissal from the Program for unsatisfactory progress.

5.4 PhD DISSERTATION REQUIREMENTS

No dissertation enrollment is permitted until the QEP has been passed. Students are admitted to candidacy for the doctoral degree by the graduate dean upon successful completion of the qualifying examination and residency requirements; the department should notify the office of the Graduate Dean when a student passes the qualifying examination and is admitted to candidacy. Prior to beginning your dissertation, discuss your research interests and possible topics with your major professor/advisory committee and the Director of Graduate Studies.

Dissertation Committee

Membership of dissertation advisory committees will include representatives from the Department as well as the minor field, if the student is pursuing a minor area. The number of members on thesis committees will normally be three to five; at least three are required. The majority of committee members must hold regular UNT faculty status. The dissertation chair is the student's major professor and guide through the process of thesis development and the demonstration of independent scholarship. Therefore, the chair of the dissertation committee, who must be willing to serve, is selected by the student in consultation with the appropriate graduate faculty, graduate advisor or department chair in the student's discipline. (Note: A person who is not a regular member of the University of North Texas graduate faculty may receive a temporary graduate faculty appointment from the graduate dean in order to serve on a committee. For these appointments, the thesis committee chair should submit an associate membership nomination form, justification for the appointment, and a vita of the prospective committee member.)

Dissertation Prospectus

The timing of the dissertation prospectus will vary, but it should be presented to the student's dissertation advisory committee before the actual writing of the dissertation begins. Students should consult with their dissertation advisor on exact timing, but the prospectus must be submitted to the dissertation committee prior to the completion of the student's third academic year upon completion of Qualifying Exam Committee. The dissertation prospectus should readily convey even to a non-specialist the nature and import of the student's project and refer to procedure and method (e.g., "This dissertation will consist of six chapters. . ."). The prospectus is a provisional document that advances the basic argument of your dissertation project and therefore should include:

1. A brief description and statement on the significance of the project.
2. An overview of the current state of research.
3. A plan of research and statement on methodology.
4. A preliminary outline of chapters.
5. A preliminary bibliography.

The prospectus should be between 8 and 10 pages (approx. 2500 words) in length, not including the bibliography.

Dissertation Defense

When the dissertation is completed and has received preliminary approval of the advisory committee, the student's major professor will schedule the final defense and will notify the Toulouse Graduate School of the date and time of the examination. Students should apply for graduation with the graduate school in accordance with the graduate graduation deadlines and at least 10 days prior to the final defense of their dissertation. The dissertation may not be submitted to the dean of the student's college or the graduate dean until this final examination has been passed. (Note: No dissertation credit will be recorded until the dissertation has been approved by the student's advisory committee, submitted to the graduate dean's office and finally approved by the graduate dean. Instructions for submission of the dissertation may be obtained from the graduate dean's office.)

Dissertation Submission

The University of North Texas, as a member of the Council of Graduate Schools, ascribes to the fundamental tenant on openness and access of thesis and dissertation research. All UNT ETDs are placed in the UNT ETD repository and made available via the online Libraries catalog for reading and/or downloading by all users, including being crawled and indexed by online search engines (e.g., Google). ETDs are available in perpetuity; there are no restrictions regarding who can download the file or how many times it can be downloaded.

In addition to the UNT Libraries, copies of all ETDs are also sent to ProQuest. All students *must* sign and submit a ProQuest publication agreement as part of their required paperwork for graduation. As copyright holders, students earn royalties on every copy sold of their thesis or dissertation so students *must* include their social security number on the ProQuest forms. The "microfilm" graduation fee covers ProQuest's Traditional Publishing option. If a student has opted to restrict access to the UNT Libraries copy of their ETD, this is **not** communicated to ProQuest. Access choices are listed on the ProQuest agreement form but if these are not sufficient, students must contact ProQuest directly to discuss alternatives.

The document submitted to the Toulouse Graduate School must be the absolute final version, with all committee, department and/or college requested changes included. *Subsequent*

submissions will not be accepted. When you are ready to submit, bring all of your completed thesis or dissertation documents to the Graduate School. You will be given a Filing Envelope into which all materials should be placed. Please allow enough time to fill out the required information on the front of the envelope. All documents must be turned in by the appropriate deadlines.

A completed thesis packet will include:

1. Filing Envelope Cover (use only if mailing your thesis/dissertation)
2. A CD or flash drive (thumb drive) containing three separate files (with appropriate formatting)
 - a. PDF version of your dissertation/thesis
 - b. PDF version of your abstract
 - c. Word-processing version of your abstract, e.g., MS Word or .txt file
3. Hard copy of both the dissertation/thesis and abstract, *printed from the PDF*. This is a reading copy to assist review, so does not have to be color or good quality paper. The hard copy must be completely "loose," i.e., not bound in any way. This means **no** paper clips, **no** binder clips, **no** staples, etc.
4. Electronic Document Filing Form
5. Final Defense Form (may be submitted directly by your department)
6. ProQuest Agreement Form [<http://tsgs.unt.edu/downloads/thesis/proquest-agreement.pdf>]
7. Copies of any copyright permission letters you have received. Copies can be hard copy or digital (included on the CD)

After your dissertation has been submitted, the Graduate Reader will examine your work and email you regarding any necessary revisions (if needed).

6. TEACHING FELLOW / ASSISTANT INFORMATION

At UNT, a Teaching Fellow (TF) is a graduate student who assumes total responsibility for the instruction in one or more classes. The TF is the instructor of record and is responsible for assigning of grades. A Teaching Assistant (TA) is a graduate student who assists a faculty member in a class or laboratory, but does not have total instructional responsibility for a class.

Courseload Requirements

TFs and TAs in the Department must be enrolled in a minimum of nine semester credit hours during the long terms (fall / spring). Upon written recommendation of the college/school dean and approval of the dean of the graduate school or her designee, the minimum registration limit may be reduced to three semester hours for the long term for students who have filed an approved degree plan, have completed all course work, and are either ready to take the qualifying examinations and/or registered for thesis or dissertation.

Employment Waivers

Many students who receive an assistantship and are classified as non-resident/out-of-state are eligible to have non-resident/out-of-state tuition waived and will pay tuition at the resident/in-state rate through an employment waiver. This waiver is submitted *each semester* to the Student Accounting Office.

All Hands Meetings

Prior to the beginning of the fall semester the Department will conduct an orientation for all TF/TA's, to be organized by the TA/TF Coordinator. All teaching fellows and teaching assistants, including those with prior teaching experience, shall be required to attend these orientation sessions at the beginning of the year.

International TA/TF Program

All nonnative English speaking students must be certified or conditionally certified before they may be assigned teaching responsibilities. The certification of language and communication competence can be made through the International TF/TA Program, and is provided as a service to the university, the departments and the students. This program includes screening in speaking skills and presentation skills, the lecture course on teaching effectiveness, the workshop course on improving presentation skills, and the workshop course on pronunciation improvement. The core of the program consists of the presentation and pronunciation workshops, which are free, noncredit bearing courses offered each long semester for nonnative English speaking students who seek teaching assistantships or fellowships.

FERPA Responsibilities

The University is required to follow the Family Educational Rights and Privacy Act of 1974 ("FERPA"), as amended. The purpose of FERPA is to afford certain rights to students concerning their educational records. In essence, FERPA grants students the right to inspect and review their educational records, to seek to have their records amended and to have limited control over the disclosure of information contained in the records. Before the distribution out student information, please ensure that it does not violate FERPA regulations by checking with the administrative coordinator within the Department.

While students have a right to review their own records, TF's should not discuss grades with individuals outside the university system – including parents, employees, etc. – without verifying that the student has waived her educational privacy rights.

Disability Accommodation

In accordance with university policies and state and federal regulations, the Department is committed to full academic access for all qualified students, including those with disabilities. To this end, Teaching Fellows and Teaching Assistants must willing to make reasonable and appropriate adjustments to the classroom environment and the teaching, testing, or learning methodologies in order to facilitate equality of educational access for persons with disabilities. Please contact the administrative coordinator within the department if there are any concerns regarding disability accommodation.

While some accommodations are relatively easy to implement (such as providing extended time for exams or allowing students to sit near the front of the class), others may be harder to implement without either drawing attention to the student with the disability or causing other students to question the fairness of procedures. If a student presents you with a list of accommodations, ask the student to privately discuss how that accommodation will work in the context of your class. If you still have questions, contact the Office of Disability Accommodation for assistance. Make sure you inform teaching assistants of any necessary accommodations. Finally, while you should keep all paperwork relating to accommodations, you should carefully protect the privacy of that information.

Preliminary Class Rolls

To obtain the most up-to-date class roster, log into **my.unt.edu**; click on the [Faculty] tab and then select [Access Your Faculty Center]; and choose the current term. You will see a list of the courses you are teaching. In the left-most column of that list, you will see a small icon of a cluster of people. Clicking on that icon will pull up a list of all students who are currently enrolled in the class. At the top of the class roll, in the solid blue bar, you will find a small “checkerboard” symbol with a red arrow in the corner. Clicking on this icon will automatically download your class roster as a comma-delimited file (which you can open in any spreadsheet program, such as Excel).

Audit Rolls

Early in the semester (usually the 12th class day for long terms and the equivalent class day for short terms), UNT takes a “census” of all students currently enrolled for purposes of reporting to the state. On or about this date, you will see a new column in your my.unt.edu faculty center list of courses. Specifically, you will see a small icon for an “audit roll”. When you click on this icon, you will see a list of all students who are registered for your class on this important census date.

For each student on the list, you must check a box indicating that the student has attended at least once or a box indicating that the student has never attended. At the bottom of the audit roll, there is space to list students who have attended class but who are not officially enrolled. It is important that you provide accurate information about student attendance in class, even if you do not have a formal attendance policy. Follow the directions on completing and submitting the audit roll carefully. These audit rolls are often referenced for state and federal reporting purposes and may be audited by the financial aid office to ensure compliance with state and federal financial aid rules and regulations.

Grading and Delivering Grades

T letters A, B, C, D, F, W, WF, I, P, and NP are used at UNT. Letters other than A-F have the following significance:

- W indicates a drop or withdrawal during the automatic W period as designated in the Academic Calendar. (See Dropping Classes.)
- WF indicates a drop or withdrawal with a failing grade given after the automatic W period as designated in the Academic Calendar. (See Dropping Classes.) While a W does not affect a student's GPA, a WF counts as an F on the student's transcript and does affect the student's GPA. Check with your department chair for W/WF protocol within your academic unit.
- I indicates incomplete and is a non-punitive grade given only during the last one-fourth of the semester and only if a student 1) is passing the course, 2) has a justifiable reason why work cannot be completed on schedule, and 3) arranges with the instructor to finish the course at a later date (arranged with the instructor but no more than a year after the end of the term) by completing specific requirements that the instructor must list on the electronic grade report.
 - The grade of I should ONLY be given in extraordinary or unusual situations such as serious physical illness. Please check with your department chair before agreeing to an incomplete. If approved, ask the student to submit a written request that states: 1) the reason for the incomplete, 2) what work will be completed, 3) the date by which the work will be completed.

Grades can be accessed and changed on the electronic grade roster during the grading period prior to the grading deadline. After the deadline, grades cannot be changed online. Generally speaking, once grades have been posted in EIS, they cannot be changed. Students should be notified of their grades in a manner that protects their right to privacy. Instructors should NOT post student grades in a public forum.

Record Retention

The instructor of record (TFs) should maintain all course records for at least one calendar year. This means keeping student exams and answer sheets (along with a key), student papers, and any calculations of student grades in a secure place (e.g. a locked cabinet in a private office or on a password protected computer). If students submit papers or assignments via Blackboard, the system will maintain your records; *however*, make sure that the electronic version includes grading information and any comments. Please make arrangements with your department chair for retaining important student records.

7. RESOURCE & FORM APPENDIX

This last section of the handbook will be updated, amended and added to as circumstances and situations arise. The documents are in no particular order and represent resources which valuable to different students and different points throughout their graduate career.