

**Candidacy Requirements  
Effective Fall 2024**

**Joint Program in Survey Methodology (JPSM)  
Michigan Program in Survey and Data Science (MPSDS)**

To advance to Doctoral Candidacy, a doctoral student must:

1. Complete all course requirements in accordance with their home program's policy
2. Earn a passing grade on the Qualifying Exam within twelve months of entering the program (see Qualifying Exam policy)
3. Complete four terms in the Doctoral Seminar, and
4. Earn a passing grade on the candidacy paper and its presentation at the end of the last term of the Doctoral Seminar

The decision about Candidacy will be made at the May JPSM/MPSDS joint faculty meeting following the completion of a student's final term in the Doctoral Seminar. At that meeting, the faculty will determine if a student has met the requirements outlined above. This will be a holistic decision which will consider other circumstances, including work performance (if applicable), professional development, and the likelihood that the student will find a dissertation advisor who will chair the dissertation committee.

The program directors will communicate the candidacy decision to each student no later than May 31. The department will process the necessary paperwork for approved students to advance to candidacy by the following Fall term.

With the approval of the instructors of the Doctoral Seminar and the student's adviser, a student may progress to candidacy sooner than at the end of year two in their program. In this case, the student will still be expected to complete two years of the doctoral seminar.

**1. COURSE REQUIREMENTS**

Students must meet registration requirements based on the requirements of their home program. Students will be provided with these requirements prior to the start of their doctoral program.

**2. QUALIFYING EXAM**

See Qualifying Exam Policy for details.

**3. DOCTORAL SEMINAR**

The Doctoral Seminar is designed to help students:

- A. Gain a thorough knowledge of important literature
- B. Identify gaps in the survey and data science literature worthy of further investigation

- C. Formulate research aims with questions and hypotheses centered on the identified gaps
- D. Design a research study including planned statistical analyses (experimental, quasi-experimental, observational) for addressing the research aims, and
- E. Communicate the study's rationale and design in writing as well as in an oral presentation followed by questions

#### **4. CANDIDACY PAPER AND ORAL PRESENTATION**

The Doctoral Seminar is designed to assess whether a student has sufficient knowledge and creativity to develop and complete a dissertation. To that end, each student will prepare a candidacy paper to be presented to the candidacy paper exam committee at the end of the student's 4<sup>th</sup> term in the Doctoral Seminar. The examination committee will consist of the two Doctoral Seminar instructors, one individual chosen by the student (with the approval of the seminar instructors), and another individual chosen by the seminar instructors.

Students are allowed to consult with any faculty members, including but not limited to the Doctoral Seminar instructors, an academic advisor, the examination committee members, or (if one has been chosen) a dissertation advisor, about their research ideas and questions. The faculty advice can include:

- A. whether the topic is suitable for such a paper
- B. pointers to relevant bodies of literature the student may not be aware of, and
- C. whether the proposed research is well designed

Advice should not include detailed feedback on theory or design nor editorial assistance for grammar, format, or organization. Individual faculty members will use their judgment to determine what kinds of discussions with the students they feel able to take part in, given these broad guidelines.

#### **Paper Format and Schedule**

The final paper in the doctoral seminar will consist of two sections:

- A. a description of a problem or gap in the literature identified by the student and accompanied by a review of relevant literature and
  - B. a proposal for a research study that would fill this gap in that literature, which includes a detailed description of the study design that considers possible data sources, analytic methods, outcomes, and their implications
- (If preliminary results are available, the student is encouraged to include them.)

The paper must be written clearly and concretely following the standards for scholarly publications. It should be 20 double-spaced pages at maximum, with 12-point font and one-inch margins. Tables, figures, references, and appendices do not count toward the page limit.

The paper should address a problem that would be appropriate for a dissertation. The design of the proposed study should be informed by what is feasible given the resources typically available for dissertation research. Methods of data collection, generation, or analysis should be proposed to investigate the problem.

The student must make the paper available to the examination committee members at least 7 calendar days (i.e., including non-business days) before the oral presentation. Failure to submit the paper 7 days prior to the scheduled date will disqualify the student from being examined, barring extenuating circumstances.

Students are strongly encouraged to use the candidacy paper developed in the Doctoral Seminar as the basis of their dissertation proposal (prospectus). While the student may develop a different topic for their dissertation research, this is inefficient and less likely to be successful, because it does not build on work already completed.

### **Oral Presentation Format and Schedule**

The presentation will be scheduled for one hour outside of the regularly scheduled time for the Doctoral Seminar and will take place no later than the first week of May. The schedule will be determined by the Doctoral Seminar instructors in order to accommodate the number of students being examined in a given year.

The presentation will start with a brief (15-20 minute) introduction to the research topic and the proposed study. This portion of the presentation will be open to the students in the Doctoral Seminar and JPSM/MPSDS faculty. It will be followed by a closed session that will include questions from the exam committee members and responses from the presenting student. The student will be asked to leave after this question-and-answer session.

### **Results of Candidacy Paper and Oral Presentation**

The Doctoral Seminar instructors will provide the results as well as detailed feedback to each student and communicate the exam committee's evaluation of the candidacy paper and presentation to the respective program director. Should there be any conditions associated with the candidacy paper evaluation, students may be assigned to work with a faculty member who then will report to the Director of the respective program whether the conditions have been met.