

- Take no fewer than four semesters of full-time study in regular course work with a load of 12 credits per semester
- Register for 64 credits by completing 48 or more credits of formal course work in lecture, seminars, directed-study, and reading courses, and 16 credits for the dissertation:

Area of Concentration	33
Includes GSEM920	
Area of Cognate	9
Required Courses	6
GSEM854 (3), GSEM860 (3)	
Dissertation	16
GSEM995 (1-9)	
(Students with recognized teaching experience at the college/graduate level may substitute a course in either the emphasis or cognate area for GSEM860.)	
<ul style="list-style-type: none"> • Take all course work at the Seminary on the 600-, 800-, and 900-levels; some non-seminary graduate courses may be approved by the student's doctoral committee in consultation with the director of the PhD-ThD Programs. • Take at least two semesters of formal full-time study consecutively and in residence, registering each semester for no fewer than 8 credits. At least 33 credits (of the minimum 48) must be taken in residence. • Attend doctoral colloquia and chapels. • Achieve grades of B (3.00) or better and/or S. Only such grades are credited toward the degree requirements. No more than 15 credits in courses with an S grade may be applied to the program requirements. If the student falls below this minimum GPA, he/she is placed on probation and can regain regular standing only after having again reached the B (3.00) level. The matriculation of a student with grades below B may be terminated after review by the PhD-ThD Committee. A student who accumulates more than three grades of C or below (2.00 or below) is not allowed to continue in the doctoral program. 	

Full Course Load. The full-time load for regular course work is 8 to 12 credits per semester. Sponsored students are expected to take a full load of 12 credits per semester. On-campus students who are registered for GSEM880, GSEM880 (non-credit courses) are counted as full-time students. Students who register for GSEM995 are also counted as full-time students if the work is done on campus and they register for 16 credits in a maximum of six semesters.

Advanced Standing. Advanced standing may be considered for students having done post-MA or post-MDiv work in an approved institution if the work is appropriate to the program, carries grades of B or above, and was taken within six years of the students' first enrollment in the PhD Program. Credits earned towards the MA and MDiv degrees are not considered for advanced standing. The director of the PhD and ThD Programs determines the appropriateness, relevance, and currency of the work considered for advanced standing and authorizes such standing. In no case is the minimum residence requirement reduced.

Time Limits. The student is required to finish all regular course work and take the comprehensive examinations within 5 years of his/her registration in the program, and to complete all degree requirements within ten years of initial registration. Also, students must complete the dissertation including a formal defense and subsequent revisions in five years or less from the time the comprehensive examinations are passed. The two 5-year time limits apply independently, so that shortening one does not lengthen the other.

COMPREHENSIVE EXAMINATIONS AND DOCTORAL DISSERTATION STUDENT ADVISORY COMMITTEES

- The director of the PhD-ThD Program may designate the chair of the department offering the student's major area of emphasis to advise the student on the selection of appropriate course work.
- Not later than the student's registration for GSEM854 Dissertation Proposal Seminar, the student, in consultation with the chair of the department offering the student's area of emphasis, selects a tentative dissertation topic. Then the program director, in consultation with the student and the chair of the department, appoints as the chair of the student's dissertation committee, a faculty member in agreement with the tentative topic. Within the first four weeks of the Dissertation Proposal Seminar, the student and the chair of the student's committee collaborate on the selection of two additional faculty members to complete the student's committee, so that, where possible, all three members may contribute to the development of the proposal. All three members of the student's dissertation committee must approve the proposal before it is presented to the PhD-ThD Committee.
- Normally, the student's advisory committee continues as the student's dissertation committee. Any proposed changes to the advisory or dissertation committee are subject to the approval of the PhD-ThD Committee.
- At least six weeks before the time of the dissertation defense, the director, in consultation with the dean of the Seminary, appoints two additional members to the dissertation committee. One of these persons, the "external examiner," is normally a scholar from another graduate institution.

Comprehensive Examinations

- Students are required to pass five comprehensive examinations within a four-week period designated by the PhD-ThD Committee. Four of these examinations are set in the principal area of study and one in the cognate area. At least three of these examinations must be in the regular written format, each lasting between four and six hours. Upon the agreement of the chair of the student's committee, the student, and the examiner, and with the concurrence of the student's committee and the director of the PhD-ThD Programs, up to two of the five examinations may be given in the oral and/or take-home formats. The oral format requires the participation of a three-member examination committee and lasts one to two hours. The take-home format requires the writing of a research paper on an assigned topic in a maximum of a week, and in accordance with the style required in Andrews University Standards for Written Work. Use of the take-home examination option is the prerogative of the examiner.
- The regular course requirements of 48 credits or more must be completed before the student can sit for comprehensive examinations.
- The student registers for GSEM880 (0 credit) for one semester immediately after completing all regular course work. A small fee is charged (see the Financial Information section of the bulletin).
- The comprehensive examinations determine a student's proficiency in the major area of emphasis and in the cognate area of study, familiarity with pertinent literature, and skills in criticism and analysis.
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- When all examination results are received, the director informs the student of the results.
- Each student may be required to sit for an oral examination (not to exceed two hours) at the request of the respective examiner(s) as part of the comprehensive examination. The program director, or designee, arranges for and chairs the oral-examination session which is normally conducted within 14 days of the last written examination. The program director informs the student of the results of the oral examination.
- Students who fail two comprehensive examinations may sit for

and the dean of the School of Graduate Studies that the PhD degree be conferred on the candidate. The Seminary dean in turn presents the candidate's name to the Seminary faculty for approval.

When a dissertation is accepted with the proviso that minor or major revisions be made, the student's adviser supervises the revision. As soon as the chair finds revision to be satisfactory, he/she recommends the candidate to the director of the PhD-ThD Programs for the conferral of the degree. Then the steps prescribed in the paragraph above are followed. Normally, rejection of a dissertation terminates the student's disseroJ TwD bov