

The PhD Program

All incoming PhD students are required to take an intensive math review course offered during the first week of August to ensure sufficient math skills for success in the program. There is no registration or payment required for this course.

In order to earn the PhD, students must (1) earn a B or better grade in all coursework, (2) maintain a 3.0 GPA throughout; (3) demonstrate proficiency in economic theory by passing the core exam (taking the core exam requires a minimum 3.0 GPA in all core courses); (4) admission to candidacy and (5) completion of all other departmental and graduate school requirements.

Timely completion of the Ph.D. degree requires that students choose a dissertation topic and advisor as soon as possible during their first year in the program. Regardless of the topic chosen, the dissertation must demonstrate the student's mastery of the subject, an agenda for future research and ability to independently pursue that research and other lines of scholarly inquiry.

YEAR 1 - FALL

3-AEB 7571 Econometric Methods I
3-ECO 7115 Microeconomic Theory I
1-ECO 7404 Game Theory for Economists
2-ECO 7408 Math Methods for Economists

YEAR 1 - SPRING

3-AEB 7108 Microeconomic Theory II
3-AEB 7240 Macroeconomic Theory II
3-AEB 7572 Econometric Methods II

YEAR 1 - SUMMER

Core examination

YEAR 2* - FALL

3-AEB 7184 Agricultural Production

YEAR 2* - SPRING

3-AEB 7373 Consumption and Demand

Students are required to take four PhD-level electives in FRE. One of these electives must be an econometrics course (Discrete Choice, Panel Data or Time Series) in year 2.

YEAR 3

Finish Electives, and be Admitted to Candidacy no later than end of summer of Year 3

YEAR 4 (ENDS SPRING TERM)

Writing and Defense.

Total minimum credit hours required: 90. This includes 30 hours transferred from the previous Masters Degree. This means 60 credit hours must be taken at UF.

Course schedule subject to change at department's discretion.

Admission to Candidacy (Dissertation Proposal Seminar)

Admission to Candidacy refers to the stage of the degree when all courses and field exam are complete and the student is ready to commence research. A student is not a candidate for the PhD degree until granted Admission to Candidacy which requires approval from the Supervisory Committee and Dean of the Graduate School. The requirements for approval for Admission to Candidacy are:

1. Minimum 3.0 GPA in the PhD program.
2. Successful completion of core requirements and core exam.
3. Approval of topic as judged by the committee during the student's dissertation proposal seminar.
4. Overall fitness for candidacy.

Students are required to be admitted to candidacy by the end of the summer of their third year in the program. Failure to do this will result in a hold placed on the student's record and a meeting between the student, his/her committee chair, and graduate coordinator. If there are extenuating circumstances,

the student may be given one additional semester to complete the admission to candidacy.

Except for allowed substitutions, all members of the supervisory committee must attend the oral part. The student and chair or co-chair must be in the same physical location. With approval of the entire committee, other committee members may attend remotely using modern technology. At this time the supervisory committee is responsible for deciding whether the student is qualified to continue work toward a Ph.D. degree.

Steps for preparing for the proposal seminar

1. Check with the supervisory committee for availability.
2. Check with Carol Fountain (cf1@ufl.edu, 1103 MCCB, 294-7668) for availability of Conference Room 1086 MCCB or Candace Kaswinkel (ckaswin@ufl.edu, 1167 MCCA, 294-7669) for availability of Conference room 1151 MCCA.
3. Contact Ed Howard at edhoward@ufl.edu or 294-7645 at least a week in advance to reserve tech support with computers/software.
4. Email a copy of the abstract of the proposal to Jessica Herman one week prior.
5. Obtain the signature forms from Jessica Herman.
6. Students must be registered for AEB 7979 Advanced Research.

Clearing prior

Clearing prior is a possibility only for MS thesis and PhD students who have met all published deadlines for the current term except Final Clearance from the Graduate Editorial Office. No other students are eligible. Clear Prior permits students to be exempt from registration for the term in which the degree will be awarded.

Requirements for clearing prior

1. Submission of application for current term by the published deadline.
2. Current term registration requirements met.

3. Email confirmation by Editorial office to student and committee chair stating student meets current term first submission deadline for thesis/dissertation.
4. All other degree and administrative requirements met within published deadlines for current term.
5. Student is in process of finalizing dissertation with the Graduate School Editorial Office.
6. Student files Graduation Date Change form at the Registrar's office by the last day of classes of the current term.

Core Examination

1. A minimum grade of B is required in each core course in the first year in order to take the Core examination.
2. Upon completion of the first year, students will take the qualifying exam which is prepared, administered and evaluated by core exam committee immediately after spring term ends.
3. The exam will be one day at eight hours long with an hour break for lunch or two days with four hours each day.
4. The results of the examination will be returned within two weeks.
5. Should the student fail this exam, a second will be administered again in early July. Failure to pass the second exam will result in termination from the program.

Defense (final oral examination)

After submitting the dissertation and completing all other work prescribed for the degree (but no earlier than the term before the degree is awarded) the candidate is given a final examination by the supervisory committee. The format of this exam may be oral, written, or both and is determined by the committee. The candidate and the supervisory committee chair or co-chair must be present together at the same location. All other supervisory committee members may attend the defense remotely. All forms should be signed at the defense: the candidate and the supervisory committee chair sign the ETD Publishing Agreement form; and the entire supervisory committee should sign the ETD Signature Page and the Final Examination Report. If changes are requested, the supervisory committee chair may hold the ETD Signature Page until satisfied with the dissertation. The presentation should take no more than the first 30 minutes (20 minute presentation and 10 minutes for discussion) of the scheduled

time, after which the defense typically continues with only the student and his/her supervisory committee.

If a supervisory committee member cannot be present at the student's final defense, a Graduate Faculty member in the same academic area may substitute for the absent committee member. The substitute should sign the Final Examination form on the left side, in the space provided for committee members, noting the name of the absent member. The chair of the student's major academic unit also must indicate the reason for the absence and state that the absent member agreed to this substitution at the final examination. The substitute should not sign the ETD signature page. The original committee member must sign. The student and chair or co-chair should be present for the oral defense; however, other committee members may elect to attend remotely, with approval by the other committee members, using modern communication technology to be present rather than being

physically present at the defense. **No substitutes are allowed for the chair or external member of the committee.** Changes to the supervisory committee may be entered online in GIMS before the qualifying examination.

All work for the doctorate must be completed within five calendar years after the qualifying examination or the examination must be retaken.

Steps for preparing for the final semester and defense

1. Register for at least 3 hours of AEB 7980 in fall/spring or 2 in summer. Graduate Assistants must adhere to guidelines of 9 hours in fall/spring and 6 in summer.
2. Apply for the degree via ISIS
3. Make arrangements for cap and gown.
4. Graduate Office will perform graduation check and email student with results
5. Log onto GIMS to verify degree title, minor and committee info are correct.
6. Review Graduate School deadlines
7. Make first submission according to the Graduate School deadline

8. Check with Carol Fountain (cf1@ufl.edu, 1103 MCCB, 294-7668) for availability of Conference Room 1086 MCCB or Candace Kaswinkel (ckaswin@ufl.edu, 1167 MCCA, 294-7669) for availability of Conference room 1151 MCCA.
9. Contact Ed Howard at edhoward@ufl.edu or 294-7645 at least a week in advance to reserve tech support with computers/software
10. Email Jessica Herman with date/time of defense
11. On the day of the defense, obtain signature forms (Final Oral Exam Form, ETD Publishing Agreement, and ETD Signature page) from Jessica Herman. Please note that while the final oral exam form and publishing agreement may be submitted after a successful defense, the ETD signature page which is signed by the faculty may be withheld until the student completes any required changes.
12. Return all keys, equipment to Kathy in 1170.
13. Pay any outstanding fees
14. Complete online exit survey.

Electronic Thesis/Dissertation (ETD)

When your thesis or dissertation is ready to be put in final form for submission to the Graduate School, you should review the Format requirements of the Graduate School Editorial Office and should work with the Application Support Center to format the document in order to meet the minimum submission requirements. The Application Support Center offers students assistance with troubleshooting

their documents free of charge. The Center also provides more extensive formatting and pdf-conversion services for reasonable fees to students. It is highly recommended that all students writing theses or dissertations use their services, in order to alleviate some of the stress felt during the approval process. See <http://www.graduateschool.ufl.edu/graduate-life/graduation/graduation-checklist/>

Minor

Students may choose a minor (12 hours) and if so, must include on their committee a faculty member from the minor department. Minimum 3.0 GPA required to graduate the minor.

Supervisory Committee

The general duties of the supervisory committee includes informing the student of all regulations governing the degree sought, checking the qualifications of the student, and planning and approving a program of study. Students must choose a supervisory committee by the end of the first semester. The PhD requires four members, one who serves as Chair. The Chair of the committee must be a graduate faculty member within FRED. Of the four, one must be an external member from another department.

Open and frequent communication between the student and the chair of the supervisory committee is a very important part of the graduate experience. Although it is the duty of the supervisory committee to inform the student of all regulations governing the degree sought, this does not absolve the student from the responsibility of being informed concerning these regulations.

No changes in a supervisory committee may be made during a student's final semester without a letter from the committee chair to the Graduate Student Records Office, justifying the change. Any change must be completed prior to the final

examination and before the midpoint deadline of the term. Open and frequent communication between the student and the chair of the supervisory committee is a very important part of the graduate experience. Although it is the duty of the supervisory committee to inform the student of all regulations governing the degree sought, this does not absolve the student from the responsibility of being informed concerning these regulations.

On occasion, a student may request a faculty member at UF or another institution to serve on the committee. The faculty member does not need to be member of the graduate faculty but must have a Ph.D. This individual can be petitioned however if granted, they do not meet the minimum requirements for the number of individuals on the committee. To petition the addition of a special member, the student's committee chair must submit the individual's short vitae and a short explanation of the benefit of the individual on the committee, to the graduate office. Any change must be completed prior to the final examination and before the midpoint deadline of the term.

Transfer of Credit from Masters to PhD

A minimum of 90 credit hours beyond the bachelor's degree must be completed. Usually for those students entering with an appropriate M.S. from another institution, 30 credit hours are granted.

Undergraduate coursework

Graduate students may take a maximum of six credit hours of undergraduate coursework or two undergraduate courses so long as the courses are 3000-4000 level, letter-graded and do not begin with the AEB prefix.

University Writing Program

Graduate students writing theses and dissertations are encouraged to participate in the University Writing Program courses or workshops. The University Writing Program cultivates effective communication for engaged citizens, supporting their work in academic, business and international spheres. The UWP prepares students and faculty to meet their academic and professional writing goals by delivering broad-based instruction in composition, by providing a writing studio for individualized help, and by hosting faculty and student workshops. The UWP houses coursework in First-Year Writing, Second-Year Analytical Thinking and Writing, Third-Year Professional Writing in the Disciplines, and Graduate-Level Scholarship and Publication. Engaging with students and faculty at all levels of writing and at every stage in the writing process, the UWP develops fundamental concepts of critical reasoning and effective communication.

Resources

ENC 5319 Scholarly Writing for Publication:

<http://writing.ufl.edu/students/writing-courses-at-uf/enc-5319-scholarly-writing-for-publication/> (Spring term, strongly encouraged)

The Writing Studio: <http://writing.ufl.edu/writing-studio/for-students/>

Writing Workshops: <http://writing.ufl.edu/students/writing-workshops/>