

GRADUATION REQUIREMENTS FOR DOCTORATE OF PHILOSOPHY IN CLINICAL PSYCHOLOGY, SUFFOLK UNIVERSITY 2019

For May Degree Award & Participation in May Commencement

- Successful oral defense by the 2nd Friday in April
- Final copy of dissertation in the department on or before the last Friday in April
- Successfully completed internship (or a letter from site indicating this will be done by the end of the Spring semester, approx the last Friday in April)

For September Degree Award & Participation in May Commencement

- Successful oral defense by the 2nd Friday in April
- Final copy of dissertation in the department on or before the last Friday in April
- Less than 1600 internship hours; remainder to be completed during the summer
 - Must be accompanied by a letter from internship site indicating student is in good standing and will complete 1600 hours by August 31st.

For September Degree Award

- Successful oral defense by the 3rd Friday in June
- Final copy of dissertation in the department on or before the last Friday in August
- Successfully completed internship (or a letter from site indicating this will be done by the end of the summer, the last Friday in August)

For January Degree Award

- Successful oral defense by the 1st Friday in December
- Final copy of dissertation in the department on or before the 3rd Friday in December
- Successfully completed internship (or a letter from site indicating this will be done by the end Fall semester, the 2nd Friday in December)

Summary:

Defense and final copy of dissertation submission are critical to participate in commencement; degree award requires successful completion of internship as well. Absolutely no participation in commencement or awarding of degrees will occur until a final, post-defense copy of the dissertation is approved by the chair of the dissertation committee and is submitted to the department for binding.

Other Notes:

- A final dissertation draft must be submitted to the dissertation committee a minimum of **six weeks** prior to scheduled defense.
 - The dissertation format should follow established and distributed guidelines.
 - The committee will be expected to read draft and turn around comments within two weeks.
 - Timetable may be modified with an agreement between student and committee. *It is the student's responsibility to ascertain the availability of committee members with regard to reading, editing, and scheduling of dissertation defense.*
- A copy of the complete dissertation must be submitted to the Psychology Department office no later than **one week** before dissertation defense.
- All corrections and additions that arise at the time of the defense must be made and approved before the dissertation is considered to be the final copy.
- All open IRB protocols (e.g. dissertation, ERP, etc.) must be closed or renewed. If renewing, the PI must provide a non-Suffolk email address for future contact.
- The *Survey of Earned Doctorates* must be completed before degree is awarded.
- The department Exit Evaluation and Exit Survey must be completed in order for students to participate in commencement, but is recommended for all students to complete.