

THE UNIVERSITY of TENNESSEE 
HEALTH SCIENCE CENTER

THE COLLEGE OF GRADUATE HEALTH SCIENCES



STUDENT AND FACULTY HANDBOOK

Nursing Science Ph.D. Program

October 2023

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1. INTRODUCTION

This handbook provides information on the Nursing Science Ph.D. Program and will assist students and faculty in orienting to the Nursing Science Ph.D. Program and fully participating in the University of Tennessee Health Science Center doctoral program. It is also a supplement to the supporting documents (e.g., Academic Bulletin, CenterScope, Academic Calendars, and College of Graduate Health Sciences Bylaws) listed below. Students and faculty should become familiar with these documents as well. This handbook additionally provides nursing students and faculty with details regarding the enactment of College of Graduate Health Sciences Policies and Procedures within the Nursing Ph.D. Program. A glossary is provided to promote consistency in the use of terms throughout this handbook.

Supporting Documents

The University of Tennessee Health Science Center Academic Catalog:

[University of Tennessee, Health Science Center - Acalog ACMS™ \(uthsc.edu\)](http://uthsc.edu/academic-catalog)

The University of Tennessee Health Science Center CenterScope Student Handbook:

[University of Tennessee, Health Science Center - Acalog ACMS™ \(uthsc.edu\)](http://uthsc.edu/center-scope)

The University of Tennessee Health Science Center Academic Calendars:

[Academic Calendars | UTHSC Office of the Registrar | UTHSC](http://uthsc.edu/academic-calendars)

The University of Tennessee Health Science Center College of Graduate Health Sciences Bylaws:

[CGHS Bylaws-2018-09-25 \(uthsc.edu\)](http://uthsc.edu/cgshs-bylaws)

The University of Tennessee Health Science Center College of Graduate Health Sciences Policies:

[Policies | About | College of Graduate Health Sciences | UTHSC](http://uthsc.edu/policies)

Glossary

Assistant Dean, Academic Affairs – Assistant Dean in the College of Graduate Health Sciences who is appointed by the College of Graduate Health Sciences Dean to be responsible for the electronic theses and dissertations (ET/D) program and the ET/D Task Force Group. ET/D refers to doctoral dissertations and other related documents written in partial fulfillment of the requirements for the dissertation-based Ph.D. degree.

Assistant Dean, Graduate Programs and Services – Assistant Dean in the College of Graduate Health Sciences who is appointed by the College of Graduate Health Sciences Dean to be responsible for the administration of programs, services related to each program, and Program Coordinators in the College.

Associate Dean, Academic Affairs – Associate Dean in the College of Graduate Health Sciences who is appointed by the College of Graduate Health Sciences Dean to be responsible for the academics and curricula offered by the College.

Associate Dean, Student Affairs – Associate Dean in the College of Graduate Health Sciences who is appointed by the College of Graduate Health Sciences Dean to be responsible for student affairs in the College.

College of Graduate Health Sciences (CGHS) – One of six colleges within the University of Tennessee Health Science Center Memphis (main) campus. General policies and procedures for admission, progression, retention, registration, graduation, and student aid are formulated within the CGHS.

CGHS Dean – The individual appointed by the Chancellor of UTHSC as the administrative and executive head of the CGHS. The Dean reports to the Chancellor of UTHSC and receives recommendations from the CGHS Graduate Studies Council.

College of Nursing (CON) – One of six colleges within the University of Tennessee Health Science Center campus. Policies and procedures specific to nursing courses and doctoral committee memberships are formed within the CON.

CON Dean – The individual appointed by the Chancellor of the University of Tennessee Health Science Center to administer the day-to-day operations of the CON.

Faculty Advisor – The individual identified by the student and appointed by the CGHS Dean to serve as major advisor and Committee Chair for the doctoral student's study and research while registered as a doctoral student at the UTHSC. The Faculty Advisor may also be referred to as the Research Advisor.

Graduate Student Executive Council – The student organization includes representatives from each degree program. The Council acts on matters of concern to the students and advises the Graduate Studies Council on student matters.

Graduate Studies Council – Ph.D. Program Chairs and Ph.D. Program Directors are members of the Graduate Studies Council, which is the governing body of the CGHS. Additionally, a representative from St. Jude Children's Research Hospital and a student representative serve on the Council.

Nursing Science Ph.D. Program – The Program leading to a Doctor of Philosophy in Nursing Science and offered as a degree under the auspices of the CGHS.

Nursing Science Ph.D. Program Chair – The Dean of the CON.

Nursing Science Ph.D. Program Director – The individual appointed by the CON Dean to administer the Nursing Ph.D. Program.

Program Coordinator – Program Coordinator in the CGHS who assists the Nursing Science Ph.D. Program Director and Assistant Dean Graduate Programs and Services in administration of the Nursing Science Ph.D. Program.

University of Tennessee Health Science Center (UTHSC) – The Health Science Center's main campus located in Memphis and home to the College of Dentistry, College of Graduate Health Sciences, College of Health Professions, College of Medicine, College of Nursing, and College of Pharmacy. In addition to Memphis, UTHSC campuses include Chattanooga, Knoxville, and Nashville.

Purpose

The Doctor of Philosophy in Nursing Science Program is designed to educate nurse scientists who will use research-based knowledge, theories, and interventions in their roles as researchers, educators, and administrators. Applicants admitted to the Nursing Science Ph.D. Program are admitted to the CGHS, as are all students who are admitted to Ph.D. programs at UTHSC. Although nursing faculty teach most of the courses included in the Program's curriculum, students have the opportunity to learn and network with CGHS students from other disciplines while enrolled in the Program. Students work closely throughout their Program of study with a faculty advisor or mentor with whom they share common research and scholarly interests.

The mission of the Nursing Science Ph.D. Program is to prepare nurse scientists to generate and apply knowledge locally and globally. Nurse scientists are visionary and transformative leaders in scientific inquiry, health care, health policy, and education. The mission is achieved through an educational program that:

1. Promotes a culture of excellence and integrity in research, scholarship, and education;
2. Fosters a learning environment that promotes bold inquiry and innovative translational research;
3. Works together with students, faculty, staff, and local and global community partners to conduct, publish, and promote research that improves health, health care, health education, and policy;
4. Ensures that the learning environment, knowledge development, and research enterprise are built on authentic cultures of diversity, equity, and inclusion; and
5. Works with researchers and professionals to create an inclusive and respectful research environment.

Graduates of the Nursing Science Ph.D. Program should be able to:

1. Apply, test, and generate theory that contributes to new knowledge in nursing;
2. Design and conduct innovative, rigorous, and ethical research that advances knowledge in nursing and the health sciences;
3. Analyze, synthesize, articulate, disseminate, and translate research and scholarly work;
4. Engage in research and scholarship that is guided by diversity, equity, and inclusion principles; and
5. Lead the integration of nursing knowledge and the translation of evidence from research into practice and policy.

Admissions

Inquiries and Application Process

Prospective applicants for the UTHSC Nursing Science Ph.D. program should contact the College of Nursing, Office of Student Affairs, 874 Union Avenue, Memphis, TN 38163, (901) 448-6128 or go to the College of Nursing's webpage, [Future Students | College of Nursing | UTHSC](#), and the College of Graduate Health Sciences' webpage, [Degree Programs | College of Graduate Health Sciences | UTHSC](#), for more information.

Ph.D. students are admitted to work closely with a research mentor. Interested individuals should carefully examine the programs of research of the faculty in nursing to determine which program best fits their future goals as a scientist. One of the best ways to understand these programs of research is to read the published research of the faculty. These publications can usually be obtained electronically. Potential students should review these materials prior to meeting with faculty and before submitting an application for admission. Remember, a Ph.D. program represents a rigorous, mentored program of three to five years. Matching with a research mentor with similar interests is critical to success.

Admission Process

The three phases of admission to the UTHSC Nursing Science Ph.D. program are as follows:

Phase I - Submission of all admission documents. All completed application documents for the upcoming fall semester should be on file in the Graduate College by February 1 for fall admission.

Phase II - Interviews with at least two UTHSC College of Nursing graduate faculty who have similar research interests. The Nursing Science Ph.D. Program Director will schedule the interviews for applicants meeting admissions criteria (see requirements listed below).

Phase III - The Admissions Committee, which is appointed by the Nursing Science Ph.D. Program Director, reviews the applicant files and makes recommendations to the CON Dean. The CON Dean forwards recommendations to the CGHS Dean for final approval for admission.

Admission Requirements

Admission is generally limited to U.S. citizens, with preference being given to residents of Tennessee and the Mid-South. UTHSC faculty are especially committed to preparing a cadre of well-educated African American nurse scientists.

Admission requirements mandate that the applicant:

- Holds an undergraduate or graduate degree in nursing from an accredited program;
- Possesses an undergraduate grade point average of at least 3.0 from an accredited college or university;

- Receives a score of at least 213/79 on the computer-based/Internet-based TOEFL or 6.5 on the IELTS or evidence of proficiency in English for students whose native language is not English;
- Submits three references from individuals who hold an earned research or professional doctorate degree and can comment on the applicant's qualifications for graduate study as a scientist. Letters should be written on letterhead and sent directly from the individual writing the letter of recommendation;
- May submit Graduate Record Examination (GRE) scores as additional evidence of their potential for success. GRE scores are not required;
- Submits a completed application;
- Interviews with at least two UTHSC CON graduate faculty. The final admission recommendation requires a close match between the research interest of the applicant and the research program of a faculty mentor; and
- Fulfills all other requirements for admission to the CGHS located in detail at [Degree Programs | College of Graduate Health Sciences | UTHSC](#).

Fee Waivers and Stipends

Full-time students are eligible for waiver of tuition in exchange for 6 hours per week of service to the University. The service commitment is typically in the form of duties as a research assistant or teaching assistant and is approved by the Nursing Ph.D. Program Director in consultation with the student's Faculty Advisor. Students must complete a Tuition Waiver Contract (see **APPENDIX A** — Tuition Waiver Contract) at the beginning of each term and submit the Tuition Waiver Contract signed by the student and student's Faculty Advisor to the Ph.D. Program Director for approval. At the end of each term, the student completes and signs the Tuition Waiver Contract, obtains a signature from their Faculty Advisor, and returns the completed Contract to the Ph.D. Program Director.

Stipends are available to full-time students who are also receiving the tuition waiver. These stipends are funded by the CGHS and by faculty grants. See the UTHSC CGHS Policies for more information regarding the fee waivers, [Tuition Waiver \(uthsc.edu\)](#), and availability of stipends, [Stipends \(uthsc.edu\)](#).

Employment

Full-time students are permitted to supplement their stipend by employment within or outside of UTHSC under certain circumstances. See [Untitled \(uthsc.edu\)](#). It is recommended that full-time students allow 40 hours per week to engage in study and scholarly work.

Student Orientation

Orientation to the Nursing Science Ph.D. Program occurs in July over two or three sessions. A full-day orientation to UTHSC and the College of Graduate Health Sciences will be held on Thursday or Friday in early August.

2. PROGRAM OF STUDY

Students admitted to the Nursing Science Ph.D. Program can find a Proposed Plan of Study for post-BSN students at [Doctor of Philosophy in Nursing Science | College of Nursing | UTHSC](#).

Full-Time/Part-Time Status

Students may enroll on a full-time (minimum of 9 credit hours or more per regular term) or part-time (less than 9 credit hours per regular term) basis. Students who are enrolled part-time are not eligible for the tuition waiver or stipend support.

Degree Requirements

Post-BSN students must complete 77 credit hours of coursework, and post-MSN students must complete 65 credit hours of coursework. Specific courses and the sequence of courses will be determined by the student in consultation with the Faculty Advisor, Faculty Committee, Program Director, and Program Chair. The program of study should be designed to provide students with the requisite knowledge and skills for the pursuit of a program of research in their chosen area of study. Students must complete the IP801 Integrity in the Conduct of Scientific Research course in order to graduate. A minimum of 24 credit hours of NSG 900 Dissertation is required before the dissertation will be accepted. Students must continue enrolling in NSG 900 Dissertation and be a full-time student for the entire period they are engaged in dissertation research, including during the semester that the dissertation is accepted by the CGHS.

Students must enroll for a minimum of 9 semester hours to be considered full-time during any term. The total number of credit hours required for completion of the Nursing Ph.D. is determined by the student's doctoral committee. A student who has completed all work for the degree and will be primarily writing and completing the dissertation in the next semester of enrollment may register for 1 credit hour of NSG 900. If the student fails to submit an approved dissertation by the graduation deadline for that semester, they must register for 9 credit hours in the subsequent semester(s). See the *CGHS Policies, Credit Hours, Doctor of Philosophy Degree* for more information: [Untitled \(uthsc.edu\)](#).

Transfer Credits

Graduate courses taken at another university can be transferred to UTHSC and used as credit toward the Nursing Science Ph.D. degree. Students must receive a grade of B or better in the course(s) taken at another institution. The student's Faculty Advisor, along with the Doctoral Committee, will review any coursework the student believes could be used as credit toward the Nursing Ph.D. degree. The student must request transfer of courses taken at another university prior to or during the first term of enrollment at UTHSC. Requests made after the first term of enrollment will not be honored.

Transfer credit can be used in place of courses offered at the UTHSC or as supporting cognate courses. The number of hours that may be transferred will be determined by the student's Faculty Committee; at least 50% of the credit hours must be earned at UTHSC. Transferred courses must be listed on the Admission to Candidacy form and approved by the Nursing Science Ph.D. Program Chair or Director and the Faculty Committee.

When a course is taken at an institution other than UTHSC, students must request that an official transcript be sent to the CGHS from the institution where the course was taken. The student must complete and submit a Course Transfer form to the CGHS for approval. See [Forms and Policies | Admissions | UTHSC](#).

Credits transferred into the student's graduate program will not affect the minimum residency requirements and normally will not be included in calculating the student's grade point average (GPA). See the *CGHS Policies Transfer of Course Credit* section, [Transfer of Course Credit \(uthsc.edu\)](#).

Timeline for Degree Completion

Doctoral programs normally include six or more terms of full-time study beyond the bachelor's degree. No less than one academic year of the required term of study must be in residence at UTHSC. The student must be admitted to candidacy within three years of first registering in the CGHS and enrolling in the Nursing Science Ph.D. Program. Candidacy denotes the student's readiness to proceed with completion of dissertation research. The student must complete all requirements within eight years from the time of the student's first enrollment. See the *CGHS Policies Residency Requirements – Doctor of Philosophy* section for more information: [Residency Requirements – Doctor of Philosophy \(uthsc.edu\)](#). See **APPENDIX B** — Student Timelines for the Nursing Science Ph.D. Student Timeline and the First-, Second-, and Third-Year Timelines.

Department Course Schedule

See **APPENDIX C** — Plans of Study for more information regarding the following proposed plans of study:

- Post-BSN Full-time
- Post-MSN Full-time
- Post-MSN Part-time
- Post-DNP Full-time

Links to Departmental Course Schedules and Course Descriptions

For more information regarding Student Self Service, class offerings, and course schedules and descriptions, please visit [Students | UTHSC Office of the Registrar | UTHSC](#).

Student Evaluation of Courses

Students will use an approved evaluation tool to evaluate courses having five or more students at each offering of the course. See the CGHS Policy, New Courses, at [New Course Proposals \(uthsc.edu\)](#). The Program Director will contact the CGHS Program Coordinator for the Nursing Science Program to request student evaluation of courses offered by the Nursing Science Program be initiated. Faculty will review the course evaluation and discuss with their Department Chair and Ph.D. Program Director as appropriate. Evaluation of courses offered by other CGHS Programs will be initiated by the Program Director of the respective CGHS Program. Course evaluations are regularly

conducted by Academic Programs in the College of Nursing.

Minimum Academic Standards

Grading

The minimum cumulative GPA level needed for progress is 3.0 on a 4.0 scale. The grading system in the CGHS includes the letter grades A, B, C, D, and F. Letter grades are assigned grade point values as follows:

A	=	4.0
A-	=	3.67
B+	=	3.33
B	=	3.00
B-	=	2.67
C+	=	2.33
C	=	2.00
C-	=	1.67
D	=	1.00
F	=	0

Grades of P (for progress) and N (for no progress) are used when grading work in research and may be used in interprofessional education courses. These grades (P and N) are not calculated in the GPA. See [Untitled \(uthsc.edu\)](#).

The grading system is described in detail in the [Academic Progress \(uthsc.edu\)](#) and [Appeal of Grades \(uthsc.edu\)](#) sections in the CGHS College Policies.

A grade of Incomplete (I) is granted in instances in which a student is unable to complete a course at the regular time because of an acceptable reason but is performing at a passing level. The student arranges for completion of the coursework necessary for removal of the "I" designation by the end of the next term. The course instructor must send a Grade Change form. See Office of the [Office of the Registrar \(uthsc.edu\)](#). A grade of "I" must be removed within one term after the "I" is issued or the grade will automatically convert to an "F."

Withdrawal

A break in a student's continuous enrollment is considered a withdrawal. See [Withdrawal | Financial Aid | UTHSC](#) to view the Withdrawal Policy. The four types of withdrawal are: Student-Initiated, Medical (Voluntary Medical and Involuntary Medical), Military, and Administrative. Each type of withdrawal has conditions for eligible return to the Nursing Science Program. Students should talk with their Faculty Advisor and the Nursing Science Ph.D. Program Director before initiating withdrawal from the Program.

Academic Progress

An extensive discussion of academic progress can be found in the *CGHS Academic Progress* section, [Academic Progress \(uthsc.edu\)](#). Please refer to that section for further guidance.

Progress Reports

The student's Faculty Committee is required to meet at least once each year following its

appointment. The student and Faculty Advisor must submit a progress report each year. See [CGHS Student Forms | Student Resources | College of Graduate Health Sciences | UTHSC](#). The signed complete report is sent to the Nursing Science Ph.D. Program Director who forwards the Progress Report to the CGHS before June 30th. A copy of the report is filed in the CGHS, and signed copies are sent by the CGHS Associate Dean to the student and the Faculty Advisor.

Dissertation Requirements

Faculty Committee

Within the first term of enrollment in the Nursing Ph.D. program, the student must identify his/her Faculty Advisor familiar with the type of research the student will be conducting. The Plan of Study is developed by the student and Faculty Advisor. This Proposed Plan of Study is signed by the student and Faculty Advisor, and a copy is forwarded to the Nursing Science Ph.D. Program Director. **APPENDIX B** — Student Timelines presents sample Plans of Study.

The student completes a Learning Agreement (**APPENDIX D** — Learning Agreement) when enrolled in NSG 900 Dissertation and NSG 960 Directed Study coursework.

Committee Responsibilities

The Faculty Committee is chosen with the intent that they will be familiar with the type of research the student will be conducting. The Faculty Committee advises and evaluates the student's scholarly activity and certifies that the student has defended a dissertation that is worthy of the degree. The Chair of the Faculty Committee is the student's Faculty Advisor who must hold a regular appointment in the Graduate Faculty and be approved to direct doctoral research. The student obtains signatures of Faculty Committee members and the Faculty Advisor on the Committee Appointment form, which can be located at [CGHS Student Forms | Student Resources | College of Graduate Health Sciences | UTHSC](#).

The Faculty Committee will, within the semester of appointment, submit to the Nursing Science Ph.D. Program Director a general description of the direction of the research project.

The student keeps the Faculty Committee up to date on the progress of the research by written reports and/or oral presentations. This allows the Faculty Committee to provide suggestions that might improve or help solve the research problem.

Selection and Appointment of Faculty Advisor

Admission to the Nursing Science Ph.D. Program is predicated on the assumption that the prospective student's research interests are congruent with those of a particular faculty member in the CON who has the ability to accept a new student into his/her program of study. Ability includes the appropriate level of graduate faculty appointment and the resources necessary to support the student's research activities. Upon admission, the Ph.D. Program Director will appoint the faculty member identified as a "match" with the student as that student's Faculty Advisor. In most cases, this faculty member will subsequently serve as the student's Committee Chair or Research Advisor. If faculty or student interests or situations should dictate appointment of a different committee chair, the

student, Faculty Advisor, and Program Director will confer regarding this issue.

Selection and Appointment of Committee Members

The Faculty Committee is composed of five doctoral-prepared members. The Faculty Committee must have at least one member who is a full-time UTHSC faculty member. At least one member must come from outside the program/track, and this person may be from another institution. With the exception of an outside member(s) from another institution, all members must be credentialed by the CGHS to serve on a student's faculty committee. The Research Advisor must be approved to direct dissertations by the CGHS. Note that the "outside person" cannot hold his/her Graduate Faculty appointment in the Nursing Science Program. The College of Medicine is not in the CGHS, and some physicians' Graduate Faculty appointments are made within the CON. In these cases, physicians will not be considered the "outside person."

Potential Faculty Committee members who do not hold a Graduate Faculty appointment in the CGHS must apply for a Graduate Faculty appointment before they can serve on the Faculty Committee. The Faculty Advisor will assist the student regarding the appointment process. Outside persons who are not credentialed must submit a current CV to the Nursing Science Program Director. The Program Director will request the CGHS Dean's approval for the outside person to serve on the student's Faculty Committee. The outside person is not required to go through the CGHS credentialing procedure. See <https://cghs1.uthsc.edu/exist/apps/CGHSwebsite/data/CollegeInfo/Policies/Faculty-Committee.pdf>.

After the Research Faculty and Faculty Committee members have been selected and the Faculty Appointment form has been signed, the form will be signed by the Program Director and forwarded to the CGHS Program Coordinator for the Nursing Science Program. The Coordinator will forward the form to the Dean of the CGHS who will review, approve, and officially appoint the Faculty Committee. If all members of the committee cannot be identified by the end of the second year of study, appointment of the portion of the committee that can be identified should proceed. Changes in the Faculty Committee should be discussed with the student, Faculty Advisor, and Nursing Science Ph.D. Program Director.

Graduate Faculty Appointment

In order to chair a doctoral committee, a faculty member must be approved by the Dean of the CGHS and the Credentials Committee of the Graduate Studies Council. Upon recommendation of the Credentials Committee, the Dean grants final approval. See the *CGHS Faculty Credentialing* policy for more information: [Faculty Credentialing \(uthsc.edu\)](#).

Inaugural Committee Meeting

The first meeting of the Faculty Committee is scheduled by the student and Faculty Advisor after the Committee composition has been approved by the Dean of the CGHS. The student schedules the conference room or virtual meeting and notifies the Dean and Associate Dean of Student Affairs in the CGHS of the time and location of the meeting. The student, with guidance from the Faculty Advisor prepares an agenda for the meeting (See **APPENDIX E — Inaugural Committee Meeting**).

Candidacy (Comprehensive) Dissertation Requirements

Purpose

The purpose of the Candidacy Examination is to ascertain students' abilities to proceed with the conduct of the proposed dissertation research. Toward this purpose, the examination should be designed to enable students to demonstrate the degree to which they have synthesized the coursework and other learning experiences. This synthesis provides a foundation for the student's proposed research. See [Admission to Degree Candidacy - Doctor of Philosophy \(uthsc.edu\)](http://uthsc.edu)

Components

This examination typically occurs during the student's second year of study, must include a written component, and may also include an oral component. The examination is part of the candidacy process overseen by the student's Faculty Committee. The student's Faculty Advisor, in consultation with committee members, is responsible for administering the examination. Examination instructions can be found in **APPENDIX F** — Candidacy Examination Instructions.

The student's Faculty Committee evaluates the student's written responses and determines if the examination has been passed. The committee may at its discretion also conduct an oral examination. If the candidacy examination is not passed, the student has the opportunity to take a second candidacy examination. If the second candidacy examination is not passed, the student may not continue in the Ph.D. program.

Admission to Candidacy

Following successful completion of the Candidacy Examination, students present an outline of their plans for the proposed dissertation research they have prepared in consultation with their committee chair to their Faculty Committee members. The outline may include papers prepared for courses during the student's program of study, early drafts of the proposed work, publications, or grant applications the student has prepared. The material presented should be sufficient for the committee to judge the feasibility and merit of the proposed work.

Following review of the student's research plan, the committee determines if the student:

- (1) has a program of study that supports the planned research and
- (2) is ready to proceed with completion of the research proposal and conduct the investigation.

The Admission to Candidacy form is then completed by the student and faculty committee and submitted to the Dean of the Graduate College. This form can be accessed at [CGHS Student Forms | Student Resources | College of Graduate Health Sciences | UTHSC](#). The student must be a candidate for at least two terms prior to graduation.

Dissertation Research/Commencement

"Research accomplishment is a principal requirement for the degree of Doctor of Philosophy, and the dissertation must show substantial evidence of independently achieved and original results. This research and preparation of the dissertation must in

each case be conducted in accordance with general College policies and under the immediate direction of the student's research advisor and Faculty Committee.” (Source: *CGHS Policies Research and Dissertation* section, <https://cghs1.uthsc.edu/exist/apps/CGHSwebsite/data/CollegeInfo/Policies/Research-and-Dissertation-Doctor-of-Philosophy.pdf>).

The focus and subject of the research shall be determined by the student in consultation with the Faculty Advisor and Faculty Committee. Course work and experience in conducting research with one or more mentors help prepare the student to conduct an original study. One or more pilot studies related to the dissertation research contribute to the development of the dissertation work.

Proposal Preparation and Approval

The dissertation research is conducted following successful completion of the Candidacy Examination. The student presents the research proposal to the Faculty Committee in sufficient detail so that the student and the Committee have an established contract regarding the plan for the research. While the entire proposal may not necessarily be in final form prior to the actual conduct of the research, it is advisable to have the necessary elements contained in a proposal in order to facilitate conducting the dissertation research. Although the elements typically included in most nursing dissertations appear in the following list, they are not necessarily mandated. Students conducting more atypical research such as Dissertation by Publication or laboratory studies may find other formats more meaningful and are encouraged to discuss such options with their Faculty Committee.

- Aims, purpose
- Research questions/hypotheses
- Conceptual and operational definitions
- Significance
- Assumptions and limitations
- Conceptual or theoretical framework (if applicable)
- Critical review of the literature
- Methodology
 - design
 - sample and subjects
 - instruments
 - procedure
 - protection of human subjects
 - analysis of data

Following advice and approval from the student's Faculty Committee, the proposal is presented for IRB or IACUC approval if appropriate. The study may begin following these approvals.

Dissertation Workshop

All graduate students must complete all online instructional materials, tutorials, exercises, and lectures described in the Blackboard course, “Electronic Thesis/Dissertation Learning Portal (ETDLP).” Students should complete these instructional materials after presenting

the proposal to the Faculty Committee and prior to the writing of the dissertation. For more information, see [Theses and Dissertations | Student Resources| College of Graduate Health Sciences | UTHSC](#).

Approved electronic theses/dissertations (ET/Ds) are due in the office of the Assistant Dean for Academic Affairs in accordance with the following deadlines:

1. Students who wish to participate in graduation ceremonies and receive their certified diploma at graduation must have the final approved ET/D by the committee before noon on April 1 for May graduation and before noon on November 1 for December graduation.
2. Students who do not complete all of the requirements for the degree by the end of the semester will be required to register for the next semester.
3. See the “Degree Completion” policy at <https://cghs1.uthsc.edu/exist/apps/CGHSwebsite/data/CollegeInfo/Policies/Degree-Completion.pdf>

Dissertation Preparation

In writing the dissertation, the candidate for the Ph.D. is expected to observe the regulations stipulated in the Guides (Guide 1 or Guide 2) and other recommendations in the Blackboard course, “ETDLP.” Students in the Nursing Science Program may use the most up-to-date version of the *Publication Manual of the American Psychological Association* for stylistic issues not specifically addressed by the CGHS guide.

At the discretion of the Faculty Advisor (Faculty Committee chair), the final draft of the dissertation will be distributed to committee members for review. This copy will be reviewed and returned to the candidate with any corrections or alterations noted.

Oral Defense

Following the completion of the writing of the dissertation, the student presents the results of the dissertation at the oral defense. The student is responsible for distributing an essentially complete copy of the dissertation in a form approved by the Faculty Advisor to the Faculty Committee. This copy is made available to the Faculty Committee with sufficient time for the Faculty Committee to provide a detailed review with comments. This is usually no later than four weeks before the defense for their examination. An ostensibly final copy of the dissertation must be submitted to the Faculty Committee at least two weeks before the final examination. The date and time of the defense are set by the Faculty Advisor and should be announced publicly. The student notifies the CGHS Dean and Associate Dean for Student Affairs of the date, time, and location of the oral defense and the dissertation title at least two weeks before the oral defense. Other graduate students and faculty are encouraged to attend both the student’s presentation for the defense and the questioning that follows. See the *CGHS Policies Oral Defense* section for more information: [Oral Defense \(uthsc.edu\)](#).

At the oral defense, the student presents a report of the dissertation for no longer than 30 minutes (see **APPENDIX G** — Report of Final Examination for helpful information). The

student, members of the Faculty Committee, and other faculty and students are in attendance. Following the presentation, members of the audience are invited to ask questions. Following their questions, members of the committee remain and question the student about the dissertation and other areas of study. The Chairperson may exercise the privilege of disallowing questions that are irrelevant. The Committee decides on final acceptance of the dissertation at this time. The Faculty Advisor is responsible for having the "Report of Final Examination (Defense)" forms signed by all members of the Committee. The Report of Final Examination guidelines provides helpful directions to the student and Faculty Advisor for preparing for and conducting the oral defense. The form can be accessed at the following location: [CGHS Student Forms | Student Resources | College of Graduate Health Sciences | UTHSC](#).

Financial Support

Fellowships, Grants, and Scholarships

Students are encouraged to submit proposals to local, regional, and national organizations in order to establish a beginning track record for securing funding for conducting research. Examples include Beta Theta Chapter-at-Large of Sigma Theta Tau, Durham Foundation, Southern Nursing Research Society, and pre-doctoral fellowships funded by the National Institute of Nursing Research. Graduate faculty will assist students in exploring these funding opportunities. The UTHSC Research Office maintains a file of suggested agencies.

The CGHS also offers scholarships, grants, and fellowships to students (see [Scholarships and Grants | Student Resources | College of Graduate Health Sciences | UTHSC](#)). Students who have passed their candidacy examination and are presenting at a professional meeting may apply for a travel award of up to \$500 to assist with their expenses. Applications must be submitted to the Dean of the CGHS two weeks prior to travel. The CGHS offers a \$200 incentive to students who submit grant or fellowship applications outside of UTHSC. When submitting the grant or fellowship through Evisions/Cayuse SP, the CGHS must be listed as the primary or secondary department. Please inform the person submitting your grant to add CGHS as an Approving Unit in Evisions. Students who are awarded the grant or fellowship are eligible for an award of \$2500 if the full amount of the grant or fellowship does not exceed a full stipend (see [Stipends \[uthsc.edu\]](#) for more information).

The College of Nursing offers one Dissertation Grant per year to students who are entering the dissertation phase of the Program. Students who have had their dissertation proposal approved by their Committee and have previously submitted applications for external funding (e.g., National Institutes of Health, Sigma Theta Tau International, and Southern Nursing Research Society) will be given priority consideration. Applications are submitted to the Nursing Science Ph.D. Program Director. See **APPENDIX H** — University of Tennessee Health Science Center Ph.D. in Nursing Science Program Dissertation Grant Proposal for guidelines. See **APPENDIX I** – Scholarships and Grants 2023-202 for a list of grant, scholarship, and funding opportunities.

3. UNIVERSITY POLICIES AFFECTING GRADUATE STUDY

Academic Integrity

Students at the University of Tennessee Health Science Center are members of both the University community and the larger community of which the University is a part. Accordingly, students are responsible for conducting themselves in a lawful manner and in compliance with University rules and policies. The University has established the following rules in order to advance the mission of the University by maintaining a safe and secure learning environment, protecting the rights and privileges of all members of the University community, providing a basis for orderly conduct of the affairs of the University, promoting a positive relationship between the University and its surrounding community, preserving institutional integrity and property, encouraging students to engage in conduct that brings credit to themselves and the University, and ensuring that each student who matriculates at the University graduates ready to contribute to society as an ethical and law-abiding citizen. Students must complete the course IP801, Integrity in the Conduct of Scientific Research, in order to graduate.

Student Record Policy

UTHSC complies with the provision of the Family Education Rights and Privacy Act of 1974 (Buckley Amendment), which was enacted to protect the privacy of education records, to establish the right of students to inspect and review their education records, and to provide guidelines for the correction of inaccurate or misleading data. The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. Read more about your rights under FERPA on the UTHSC Registrar's webpage, [Family Educational Rights and Privacy Act \(FERPA\) | UTHSC Office of the Registrar | UTHSC](#).

Research Oversight

Animal Research – Federal law mandates that any research conducted by students (graduate or undergraduate) that involves animals must be reviewed and approved by the Institutional Animal Care and Use Committee (IACUC). This includes but is not limited to Ph.D. dissertations. For questions or assistance concerning animal protocols, refer to the [IACUC | Research Compliance | Office of Research | UTHSC](#).

Human Subjects Research – Federal law mandates that any research conducted by students (graduate or undergraduate) using human beings as subjects and intending to contribute to generalizable knowledge must be reviewed and approved by the Institutional Review Board (IRB). This includes but is not limited to Ph.D. dissertations. An IRB is charged with protecting the rights and welfare of people involved in research. There are 4 committees at UTHSC (Memphis) that review research involving human subjects. Before any research-related procedures may begin, the IRB must review and approve the study protocol, the informed consent document(s), as well as any other study-related materials.

The primary function of the IRB is to assist the investigator in the protection of the rights and welfare of human subjects. It is necessary for others who are independent of the research to share the responsibility of determining the standards for ethical conduct of research involving human subjects. Investigators, however, carry the primary responsibility of assuring that research protocols measure up to the standards established by the IRB. For questions or assistance pertaining to the IRB, refer to the IRB website, [IRB | Research Compliance | Office of Research | UTHSC](#).

Intellectual Property Policy – A statement of policy on patents, copyrights, and other intellectual property has been developed to blend policy issues that are unique to The University of Tennessee with those general principles embedded in policies of many other universities. This statement of policy is intended to be consistent with policies found in major educational institutions throughout the United States but tailored to the specific needs and goals of The University of Tennessee ([Microsoft Word - Intellectual Property Doc PCL .doc \[tennessee.edu\]](#)). Information on intellectual property issues and related tutorials and guides can be found at [Intellectual Property, Copyright, and Plagiarism Resources | TLC | UTHSC](#) and [Copyright Guidance - Copyright - Research Guides at University of Tennessee Health Science Center \(uthsc.edu\)](#).

Students involved in laboratory research (e.g., bench research) should follow UTHSC Office of Research Safety Affairs guidelines ([Research Safety Affairs | Office of Research | UTHSC](#)) and receive appropriate training ([Safety Training | Research Safety Affairs | Office of Research | UTHSC](#)).

Americans with Disabilities Act

As a public institution that receives federal funding, the UTHSC is required to comply with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973. The Health Science Center is committed to providing a campus that is accessible to everyone. The information found below is intended to introduce your rights under these laws as well as present the UTHSC's responsibilities.

Students seeking accommodations based on the impact of a disability must self-disclose, register, and officially request accommodations with Student Academic Support Services and Inclusion (SASSI). All requests for accommodations must be submitted with supporting documentation, which is then reviewed for reasonableness. Please refer to the SASSI webpage ([Student Academic Support Services and Inclusion | UTHSC](#)) for more information regarding documentation guidelines and procedures for officially requesting services. To set up an appointment to discuss specific needs, go to [Appointments | Resources | Student Academic Support Services and Inclusion | UTHSC](#) or call Laurie Brooks, Disability Coordinator, in SASSI at (901) 448-5056. All conversations regarding requests for accommodations are confidential.

Student Conduct

Student rights and responsibilities can be viewed in the CenterScope (Student Handbook) at [Student Rights & Responsibilities - University of Tennessee, Health Science Center - Acalog ACMS™ \(uthsc.edu\)](#). The Office of Inclusion, Equity, and Diversity (OIED) is available to students as well as faculty and staff and works to create a welcoming and inclusive learning and working environment. Students can learn more about the resources available through OIED by going to [Office of Inclusion, Equity and Diversity | UTHSC](#).

Commencement

Students are required to attend graduation, as graduation is a way to celebrate educational success and recognize excellence. Those students unable to attend graduation must petition the Dean in writing to receive their degree in absentia.

Graduating students must complete the Survey of Earned Doctorates, Permanent Address Form, Exit Interview Questionnaire, Graduate Student Clearance Form, and Diploma Application. These forms can be accessed under the Graduation Checklist at [CGHS Student Forms | Student Resources | College of Graduate Health Sciences | UTHSC](#).

Equal Opportunity, Harassment, and Anti-Discrimination

The Office of Inclusion, Equity, and Diversity is committed to promoting inclusion; respect; and the inherent value of all students, faculty, and staff within the University of Tennessee Health Science Center community. As a comprehensive Health Science Center, diversity on our campus promotes a positive learning environment as well as creates a positive impact on attitudes of the university community. Refer to the UTHSC Office of Inclusion, Equity, and Diversity website ([Office of Inclusion, Equity and Diversity | UTHSC](#)) for information related to equal opportunity, harassment, and anti-discrimination.

4. RESOURCES

Individual Development Plan

myIDP: Individual Development Plan tool to help you plan a course for your career. See [Student Resources | College of Graduate Health Sciences | UTHSC](#)

UTHSC Student Life and Graduate Student Executive Committee (GSEC)

The Office of Student Life helps to provide social and administrative representation for all students at the University of Tennessee Health Science Center. The Office of Student Life can assist students with administrative matters ranging from parking appeals, student health insurance and services, honor code matters, and organizing yearbook photos or distribution. See [Office of Student Life | Student Affairs and Community Engagement | UTHSC](#).

The Graduate Student Executive Committee (GSEC) is the student leadership within the College. Members of the Committee represent the student body for various functions in the College and University. The officers, representatives, and other GSEC information is located on the GSEC webpage ([Graduate Student Executive Council | UTHSC](#)).

Office of Research and Scholarship (ORS)

The Office of Research and Scholarship (ORS) in the College of Nursing is led by Dr. Ansley Stanfill (Associate Dean for Research) and staffed with Stephanie Breuer (Director of Scholarship and Special Projects), Mike Carroll (Instructional Development Specialist, Curtis Roby (Grant Coordinator/Sr. Scientific Editor), and Patti Smith (Grant Strategist) to provide assistance to students in the development and submission of grants, fellowships/scholarships, and scholarly publications. Services provided include research design, grant and budget preparation, statistical consultation for grant preparation, mock grant reviews, funds to obtain external reviews, institutional processing, editorial assistance, faculty development, assistance with annual reports, and seed funds for pilot projects. Assistance with slides and posters for professional presentations is also available. See the ORS website at [Office of Research and Scholarship | Research | College of Nursing | UTHSC](#).

Student Government Association Executive Council (SGAEC)

The Student Government Association Executive Council (SGAEC) serves as the official liaison between the Administration and students and is responsible for acting on student-related matters. The SGAEC is responsible for the planning and administration of the Student Activities Fee and making student appointments to university committees.

The SGAEC is composed of the presidents of each of the six UTHSC college student government associations and one person who serves as president of the council. The president of the SGAEC is elected from one of the colleges on a rotational basis and represents all students on the UTHSC campus in a variety of capacities.

Quarterly meetings are held with the Chancellor, and weekly meetings are held with the Student Life staff. The structure of the SGAEC, with specific duties and responsibilities, is further explained in the SGAEC Constitution. See the SGAEC webpage at [Student Government Association Executive Council | Office of Student Life | Student Affairs and Community Engagement | UTHSC](#).

Student Academic Support Services and Inclusion (SASSI)

Student Academic Support Services and Inclusion (SASSI) has a primary goal of promoting student progress in the various programs offered by the University of Tennessee Health Science Center. To that end, it offers a variety of services designed to facilitate learning and enhance student performance. All student conferences with SASSI staff are confidential. Services are provided on an individual or group basis without charge to students. The focus is not on remediation but rather on adjusting study habits to the volume of the health science curricula and the time constraints of daily schedules. Efforts are devoted to helping students adjust to the challenges and pressures of the health science learning environment. See the SASSI website at [Student Academic Support Services and Inclusion | UTHSC](#). The CARE Navigator in SASSI offers students access to a preventative support pathway of holistic coordinated services to meet needs interfering with academic success ([Care Navigator | Student Academic Support Services and Inclusion | UTHSC](#)).

Student Assistance Program (SAP)

The health and well-being of our students is of primary importance to us and is fundamental to the scholarly activity of the University. For this reason, the University provides the Student Assistance Program to help students maintain a healthful balance in their lives. SAP is offered through University Health Services and is available 24 hours a day for students at 1-800-327-2255.

Campus Resources

Please refer to the following page for a detailed listing of campus resources available to students.

Academic Resources

Academic Calendar

[Academic Calendars | UTHSC Office of the Registrar | UTHSC](#)

Catalog

[University of Tennessee, Health Science Center - Acalog ACMS™ \(uthsc.edu\)](#)

Blackboard

[Blackboard Learn \(uthsc.edu\)](#)

Library

Lamar Alexander Building
877 Madison Ave.
Memphis, TN 38163
Phone: 901-448-5634
Text: 901-730-6733
[Library | UTHSC](#)

Office of the Registrar

910 Madison Ave, Ste 530
Memphis, TN 38163
Tel: 901-448-2495
registrar@uthsc.edu
[UTHSC Office of the Registrar | UTHSC](#)

Webmail

[Microsoft Office Home](#)

Campus Life

Campus Holidays

[Official Holidays | UTHSC](#)

Campus Recreation

[Campus Recreation | UTHSC](#)

HSC Hub

Madison Plaza Building
HSC Hub-University of Tennessee Health Science Center - HSC HUB
(shoplightspeed.com)

Off Campus Housing

<https://www.uthscoffcampus.com/>

UT Federal Credit Union

910 Madison Ave, Ste 100
Memphis, TN 38103
Phone: (901) 448-3600
Fax: (901) 448-3612
<https://www.utfcu.org/>

University Health Services

910 Madison Ave, Ste 922
Memphis, TN 38163
Phone: 901-448-5630
Fax: 901-448-7255
[University Health Services | UTHSC](#)

Student Associations

Student Organizations

Office of Student Life
Student Affairs and Community Engagement

[Student Organization Information | Office of Student Life | Student Affairs and Community Engagement | UTHSC](#)

Black Student Association

Dustin Fulton
dfulton2@uthsc.edu
<https://uthsc.edu/bsa/>

Financial Aid

Financial Aid & Employment

910 Madison Ave,
One Stop Shop
Memphis, TN 38163
Office: (901) 448-7703
fao@uthsc.edu
[Financial Aid | UTHSC](#)

Bursar

Bursar's Office

62 South Dunlap, Ste103
Memphis, TN 38163
Phone: 901-448-5550
Fax: 901-448-6795
<https://www.uthsc.edu/finance/bursar/>

Student Loan Office

62 South Dunlap, Ste103
Memphis, TN 38163
Phone: 901-448-6773 or
Fax: 901-448-6795
<https://uthsc.edu/finance/bursar/loan.php>

Helpful & Need-to-Know Info

CenterScope

Office of Student Life
300 SAC
800 Madison, Room 300
Memphis, TN 38163
Phone: 901-448-4860,
901-448-5610

[Office of Student Life | Student Affairs and Community Engagement | UTHSC](#)

Students Index

[Students | UTHSC](#)

Technology

Information Technology Services

Department of Information Technology Services
877 Madison Ave
Memphis, TN 38163
Phone: 901-448-2222
<https://www.uthsc.edu/its/>

One Stop Shop

[One Stop | UTHSC](#)

Student Governance

920 Madison Ave, Ste 807
Memphis, TN 38163
Phone: (901)448-5538
[Graduate Student Executive Council | UTHSC](#)

THE UNIVERSITY of TENNESSEE 
HEALTH SCIENCE CENTER

5. DEPARTMENTAL INFORMATION

Facilities & Services

Student workspace is located in the Crowe Building, 874 Union Avenue, Ground Floor, and includes individual cubicles, computers, printers, copy machine, a small conference room, refrigerator, and microwave. Study carrels in the UTHSC Library can be reserved at [Campus Study Space | Student Success | UTHSC](#). Information about off-campus access can be viewed at [Off Campus Access | Library | UTHSC](#).

Forms

Insurance Verification

Leave Request

Committee Appointment

Annual Student Progress Report

Application for Admission to Candidacy

Report of Final Examination (Defense)

Graduation Checklist

(see [CGHS Student Forms | Student Resources | College of Graduate Health Sciences | UTHSC](#))

Contact Information

Donald Thomason, Dean – dthomaso@uthsc.edu

Isaac Donkor, Associate Dean Student Affairs – idonkor@uthsc.edu

Monica Jablonski, Associate Dean Postdoctoral Affairs – mjablon1@uthsc.edu

John Cox, Associate Dean Academic Affairs – jcox@uthsc.edu

Larry Tague, Assistant Dean Academic Affairs – ltague@uthsc.edu

Felicia Washington, Assistant Dean Graduate Programs and Services – fmartin7@uthsc.edu

Shanta Haynes, Program Coordinator – shampto4@uthsc.edu (Nursing Science)

College of Graduate Health Sciences

920 Madison Avenue, Suite 807

Memphis, TN 38163

Telephone: 901-448-5538

Nursing Faculty and Staff

Wendy Likes, Nursing Science Program Chair (wlikes@uthsc.edu)

J. Carolyn Graff, Nursing Science Program Director (jgraff@uthsc.edu)

Patti Smith, Grant Strategist and Administrative Support for Nursing Science Ph.D. Program (patti.smith@uthsc.edu)

For a complete listing of current nursing faculty, please access the following link:

[Faculty and Staff | College of Nursing | UTHSC](#)

UTHSC College of Nursing
874 Union Avenue
Memphis, TN 38163

APPENDIX A — Tuition Waiver Contract

**University of Tennessee Health Science Center
Ph.D. in Nursing Science Program
Tuition Waiver Contract
Term/Year: Fall Term, 2023**

Student: _____

Agreed upon start date for tuition waiver hours: _____

Agreed upon completion date for tuition waiver hours: _____

Negotiated activities and due dates for activities:

Activity	Due date	Comments (revisions, date achieved)	Service meet expectations (yes/no)
1.			
2.			
3.			
4.			
5.			
6.			

I understand that the College of Graduate Health Sciences, upon recommendation of the Program Chair and approval of the Dean, may waive applicable tuition and fees for a maximum of 6 years for individuals enrolled as full-time students in the Ph.D. nursing program. Waiver of tuition will be made available to students in return for creditable service as determined by the program. Within the nursing program, creditable service includes assisting my faculty advisor or other assigned faculty with teaching and research-related activities. These teaching and research-related activities include but are not limited to: assisting faculty with teaching assignments (lectures, grading, and corresponding with students), research data collection, data entry, data analysis, participant recruitment, conducting literature searches, and the development of abstracts, manuscripts, grants, and PowerPoint presentations. I also understand that these activities are negotiated each term with my faculty advisor and that the Program Director receives a copy of the waiver contract each term. I understand that in order to continue to receive a tuition waiver, my activities and any agreed upon products delivered as credible service must be evaluated as acceptable to my faculty advisor. Failure to complete the agreed upon hours of service or the submission of unsatisfactory products will result in the loss of the tuition waiver. I also understand that if I fail to complete all the requirements for the degree by the allotted time, I will be responsible for paying tuition and fees until the requirements for the degree are completed. Only full-time students as defined by the CGHS are eligible to receive a waiver of tuition and fees.

Signatures at the beginning of term:

Student: _____ Date: _____

Faculty advisor: _____ Date: _____

*Signature indicates agreement with service obligations.

Signatures at the end of term:

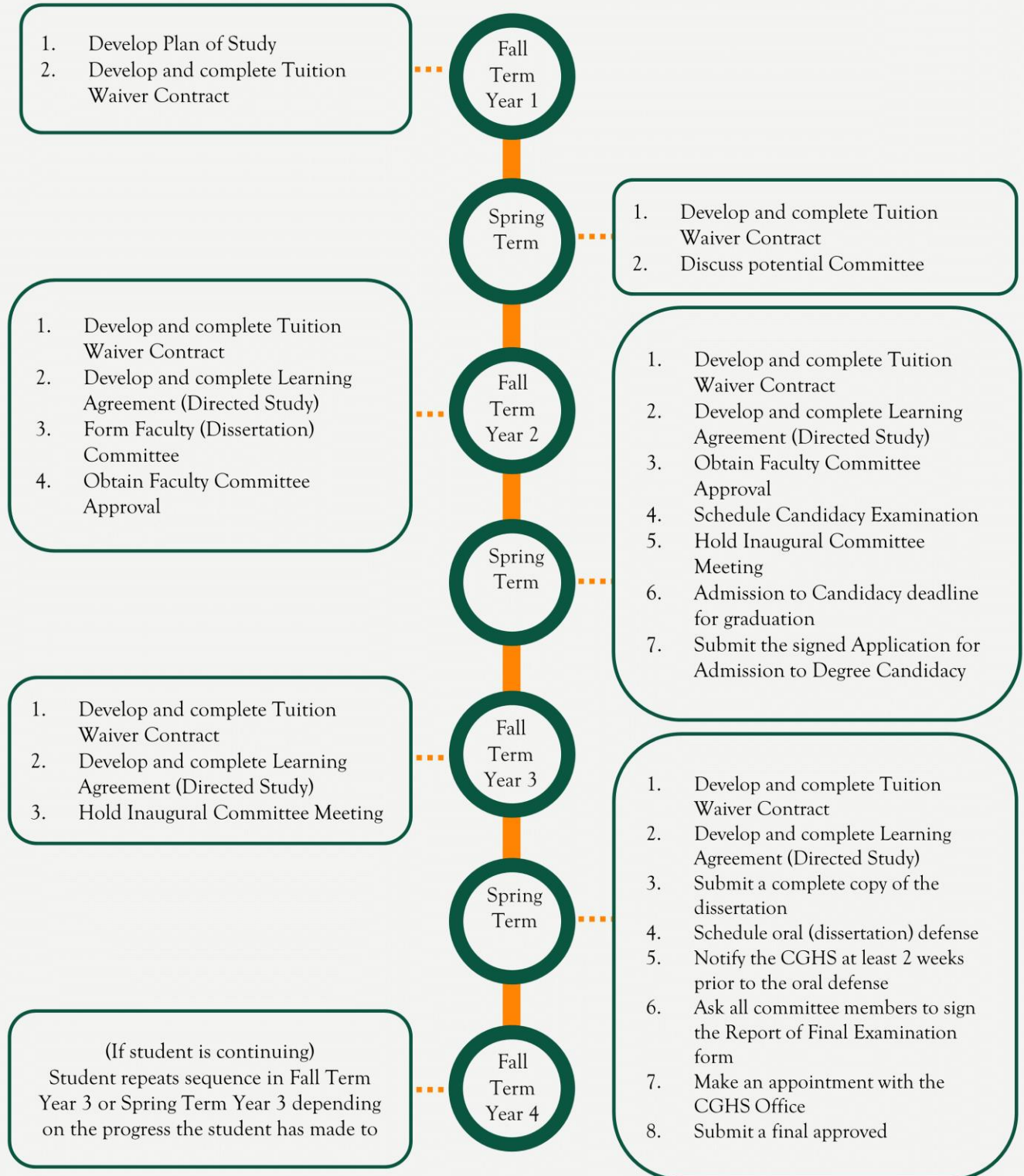
Student: _____ Date: _____

*Faculty advisor: _____ Date: _____

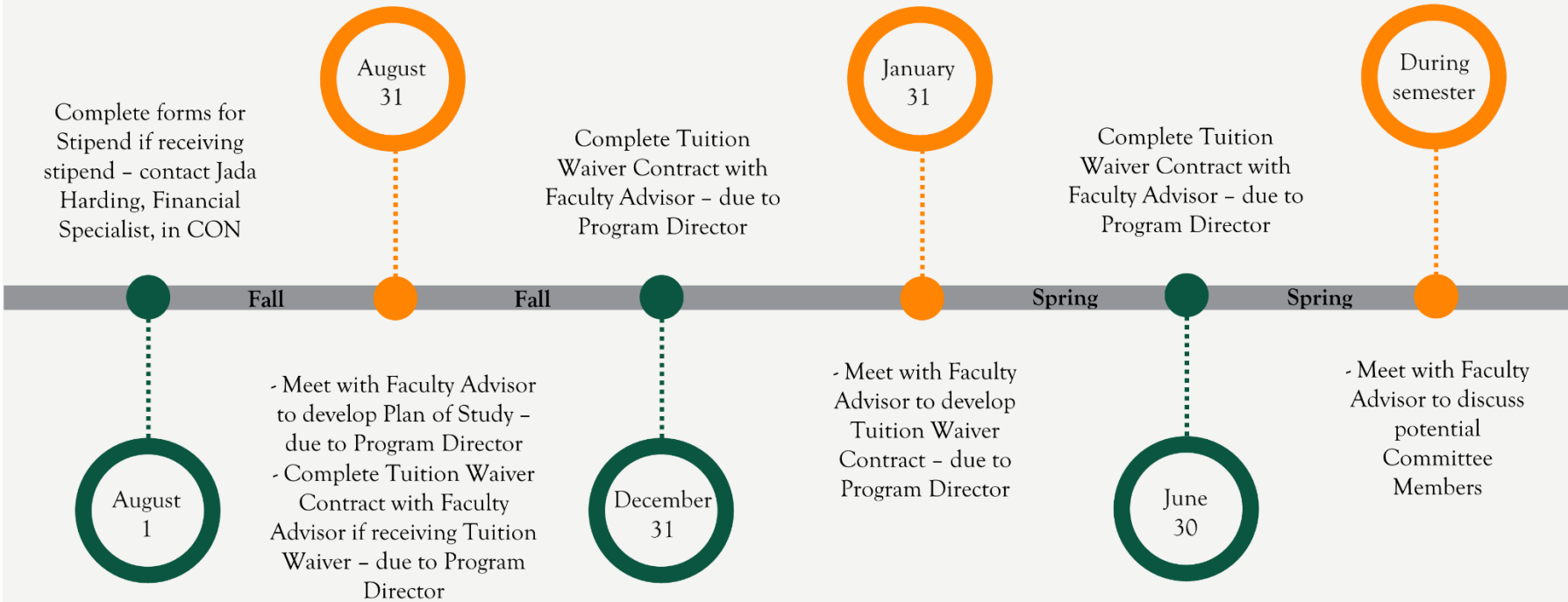
*Signature indicates satisfactory completion of service obligations.

APPENDIX B — Student Timelines

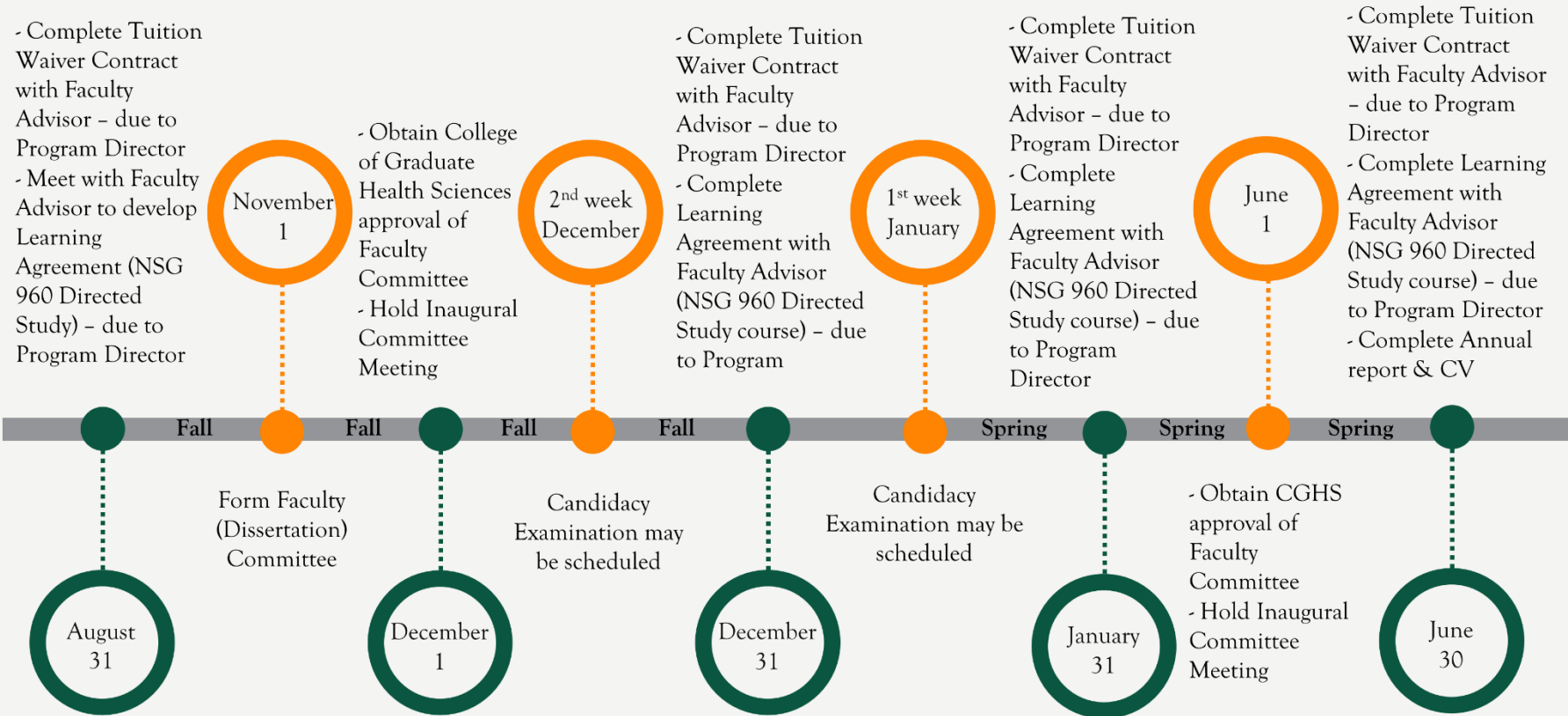
Nursing Science Ph.D. Student Timeline



First Year: Nursing Science Ph.D. Student Timeline

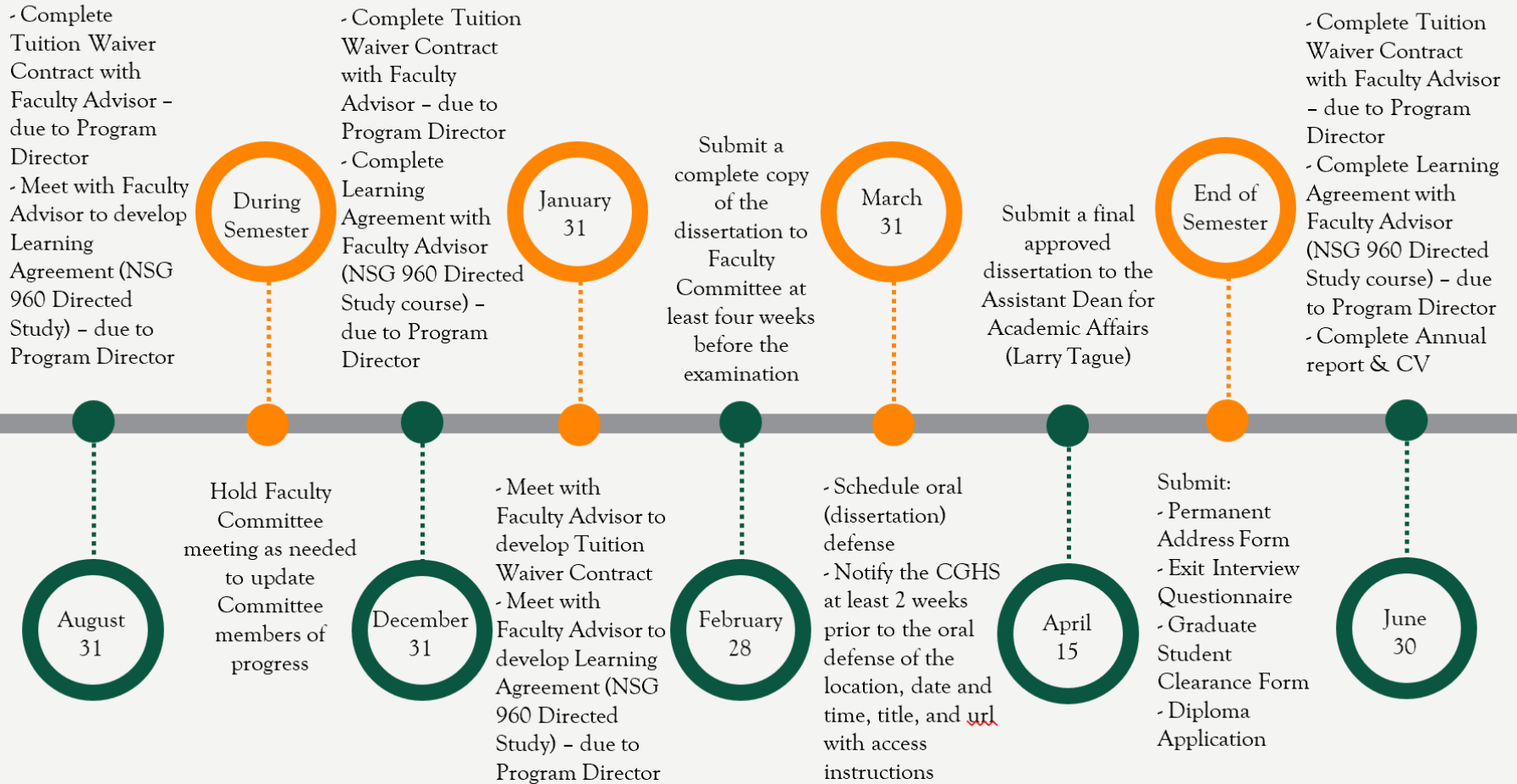


Second Year: Nursing Science Ph.D. Student Timeline



- Faculty Committee should be approved and Inaugural Committee Meeting held by the end of the second year in the Program.
- Candidacy Examination should be scheduled during the last week of June or the first week of July.
- Admission to Candidacy deadline for graduation in Spring Term of Year 3 must be granted at least two semesters prior to the date on which the dissertation is to be submitted to the college.
- Upon passing the comprehensive (candidacy) examination, submit the completed and signed Application for Admission to Degree Candidacy form to the Program Director. Form is located on each student's CGHS webpage.

Third Year: Nursing Science Ph.D. Student Timeline



Upon successfully defending the dissertation, the student:

- Asks all committee members to sign the Report of Final Examination form, indicating that the student has passed the oral defense. See the Forms Webpage under Student Resources on the CGHS website.
- Makes an appointment with the CGHS Office (Felicia Washington and Lyncie Crawford) to discuss graduation requirements and complete paperwork.

APPENDIX C — Plans of Study

Plan of Study Post-BSN Full-time

THE UNIVERSITY OF TENNESSEE
HEALTH SCIENCE CENTER
COLLEGE OF GRADUATE HEALTH SCIENCES

Ph.D. in NURSING SCIENCE CURRICULUM
FULL-TIME PLAN OF STUDY
Post-BSN

NAME _____

FACULTY ADVISOR _____ ENTRY INTO PROGRAM _____ GRAD. DATE _____

Course Number	Course Name	Prerequisites	Credit Hours	Term(s) offered	Term Planned	Term Completed
Fall -Year 1						
BIOE 811	Biostatistics I		4 (3-1)	FALL		
NSG 910	Philosophy of Science and Theory in Nursing		4 (4-0)	FALL		
NSG 913	Qualitative Research Methods		3 (3-0)	FALL		
NSG 919	Nursing Science Seminar		1 (1-0)	FALL		
Spring-Year 1						
BIOE 821	Biostatistics II		4 (3-1)	SPRING		
IP 801	Integrity in the Conduct of Scientific Research		1 (1-0)	SPRING		
NSG 876	Leadership and Health Policy		3 (3-0)	SPRING		
NSG 934	Theoretical and Methodological Issues		2 (2-0)	SPRING		
Fall -Year 2						
BIOE 865	Linear Regression Methods		2 (2-0)	FALL		
NSG 912	Theory Construction and Analysis		3 (3-0)	FALL		
NSG 919	Nursing Science Seminar		1 (1-0)	FALL		
NSG 923	Quantitative Research Methods		3 (3-0)	FALL		
NSG 960*	Directed Study or Elective		3 (3-0)	FALL		
Spring-Year 2						
NSG 900*	Dissertation		3 (3-0)	SPRING		
NSG 924	Scientific Dissemination		3 (3-0)	SPRING		

NSG 960*	Directed Study		3 (3-0)	SPRING		
XXX	Elective		3 (3-0)	SPRING		
Fall –Year 3						
NSG 900*	Dissertation		6 (6-0)	FALL		
NSG 960*	Directed Study		3 (3-0)	FALL		
XXX	Elective		3 (3-0)	FALL		
Spring-Year 3						
NSG 900**	Dissertation		9 (9-0)	SPRING		
Fall –Year 4						
NSG 900**	Dissertation		9 (9-0)	FALL		

*Hours are variable and can be individualized. PLEASE enter a number into the appropriate blank for Dissertation and Directed Study hours.

**Following completion of candidacy examination, students are enrolled full-time in the program until degree completion. A minimum of 24 semester hours of NSG 900 is required of all doctoral candidates before the dissertation will be accepted.

Note: Courses selected for advanced statistics, electives, and directed study are based on developmental needs of the student and decided in conjunction with the faculty advisor and dissertation committee. Post-baccalaureate students must complete a minimum of 72 hours to obtain a doctorate.

Ph.D. ADVISOR SIGNATURE _____

STUDENT SIGNATURE _____

DATE _____

CCS/MC/PC/CG

APPROVED BY CURRICULUM COMMITTEE: OCTOBER 8, 2007

APPROVED BY FACULTY: OCTOBER, 2007

UPDATED 9/23/10 WITH DELETION OF N933 AND ADDITION OF NSG 934 THEORETICAL AND METHODOLOGIC ISSUES IN CLINICAL RESEARCH

UPDATED COURSE NUMBERS 4/27/12

UPDATED 4/26/10; 8/7/14; 7/15/17; 8/6/18; 8/1/19

**Plan of Study
Post-MSN Full-time**

THE UNIVERSITY OF TENNESSEE
HEALTH SCIENCE CENTER
COLLEGE OF GRADUATE HEALTH SCIENCES

Ph.D. in NURSING SCIENCE CURRICULUM
FULL-TIME PLAN OF STUDY
Post-Master's

NAME _____

FACULTY ADVISOR _____ ENTRY INTO PROGRAM _____ GRAD. DATE _____

Course Number	Course Name	Credit Hours	Term(s) offered	Term Planned	Term Completed
Fall -Year 1					
BIOE 811	Biostatistics I	4 (4-0)	FALL		
NSG 910	Philosophy of Science and Theory in Nursing	4 (4-0)	FALL		
NSG 913	Qualitative Research Methods	3 (3-0)	FALL		
NSG 919	Nursing Science Seminar	1 (1-0)	FALL		
Spring-Year 1					
BIOE 821	Biostatistics II	4 (3-1)	SPRING		
IP 801	Integrity in the Conduct of Scientific Research	1 (1-0)	SPRING		
NSG 876	Leadership and Health Policy	3 (3-0)	SPRING		
NSG 934	Theoretical and Methodological Issues	3 (3-0)	SPRING		
Fall -Year 2					
BIOE 865	Linear Regression Methods	2 (2-0)	FALL		
NSG 912	Theory Construction and Analysis	3 (3-0)	FALL		
NSG 919	Nursing Science Seminar	1 (1-0)	FALL		
NSG 923	Quantitative Research Methods	3 (3-0)	FALL		
NSG 960	Directed Study or Elective*	3 (3-0)	FALL		
Spring-Year 2					
NSG 900	Dissertation*	6 (6-0)	SPRING		
NSG 924	Scientific Dissemination	3 (3-0)	SPRING		
NSG 960	Directed Study or Elective*	3 (3-0)	SPRING		
Fall -Year 3					
NSG 900	Dissertation*	9 (9-0)	FALL		

Spring-Year 3						
NSG 900	Dissertation*		9 (9-0)	SPRING		

*Hours are variable and can be individualized. PLEASE enter a number into the appropriate blank for Dissertation and Directed Study hours.

Following completion of candidacy examination, students are enrolled full-time in the program until degree completion. A minimum of 24 semester hours of NSG 900 is required of all doctoral candidates before the dissertation will be accepted. The maximum number of credit hours of NSG 900 that can be taken in one term is 9 hours.

Note: Courses selected for advanced statistics, electives, and directed study are based on the developmental needs of the student and decided in conjunction with the faculty advisor and dissertation committee.

PH.D. ADVISOR SIGNATURE _____

STUDENT SIGNATURE _____

DATE _____

CCS/MC/PC/CG

APPROVED BY CURRICULUM COMMITTEE: OCTOBER 8, 2007
 APPROVED BY FACULTY: OCTOBER, 2007
 UPDATED 9/23/10 WITH DELETION OF N933 AND ADDITION OF NSG 934 THEORETICAL AND
 METHODOLOGIC ISSUES IN CLINICAL RESEARCH
 UPDATED COURSE NUMBERS 7/2/10
 UPDATED 4/26/10; 7/2/10; 8/7/14; 7/15/17; 8/6/18; 8/1/19

**Plan of Study
Post-MSN Part-time**

THE UNIVERSITY OF TENNESSEE
HEALTH SCIENCE CENTER
COLLEGE OF GRADUATE HEALTH SCIENCES

Ph.D. in NURSING SCIENCE CURRICULUM
PART-TIME PLAN OF STUDY
Post-Master's

NAME _____

FACULTY ADVISOR _____ ENTRY INTO PROGRAM _____ GRAD. DATE _____

Course Number	Course Name	Prerequisites	Credit Hours	Term(s) offered	Term Planned	Term Completed
Fall -Year 1						
BIOE 811	Biostatistics I		4 (3-1)	FALL		
NSG 910	Philosophy of Science and Theory in Nursing		4 (4-0)	FALL		
Spring-Year 1						
BIOE 821	Biostatistics II		4 (3-1)	SPRING		
IP 801	Integrity in the Conduct of Scientific Research		1 (1-0)	SPRING		
NSG 924	Scientific Dissemination		3 (3-0)	SPRING		
Fall -Year 2						
NSG 912	Theory Construction and Analysis		3 (3-0)	FALL		
NSG 913	Qualitative Research Methods		3 (3-0)	FALL		
NSG 919	Nursing Science Seminar		1 (1-0)	FALL		
Spring-Year 2						
NSG 876	Leadership and Health Policy		3 (3-0)	SPRING		
NSG 934	Theoretical and Methodological Issues		2 (2-0)	SPRING		
Fall -Year 3						
BIOE 865	Linear Regression Methods		2 (2-0)	FALL		
NSG 923	Quantitative Research Methods		3 (3-0)	FALL		
NSG 919	Nursing Science Seminar		1 (1-0)	FALL		
Spring-Year 3						
NSG 900	Dissertation*		3 (3-0)	SPRING		

NSG 960	Directed Study or Elective*		3 (3-0)	SPRING		
Fall –Year 4						
NSG 900	Dissertation*		3 (3-0)	FALL		
NSG 960	Directed Study or Elective*		3 (3-0)	FALL		
Spring-Year 4						
NSG 900	Dissertation*		9 (9-0)	SPRING		
Fall – Year 5						
NSG 900	Dissertation*		9 (9-0)	FALL		

*Hours are variable and can be individualized. PLEASE enter a number into the appropriate blank for Dissertation and Directed Study hours.

Following completion of candidacy examination, students are enrolled full-time in the program until degree completion. A minimum of 24 semester hours of NSG 900 is required of all doctoral candidates before the dissertation will be accepted.

Note: Courses selected for advanced statistics, electives, and directed study are based on the developmental needs of the student and decided in conjunction with the faculty advisor and dissertation committee.

PH.D. ADVISOR SIGNATURE _____

STUDENT SIGNATURE _____

DATE _____

CCS/MC/PC/CG

APPROVED BY CURRICULUM COMMITTEE: OCTOBER 8, 2007
 APPROVED BY FACULTY: OCTOBER, 2007
 UPDATED 9/23/10 WITH DELETION OF N933 AND ADDITION OF NSG 934 THEORETICAL AND
 METHODOLOGIC ISSUES IN CLINICAL RESEARCH
 UPDATED COURSE NUMBERS 4/27/12
 UPDATED 4/26/10; 7/2/10; 8/7/14; 7/15/17; 8/6/18; 8/1/19

**Plan of Study
Post-DNP Full-time**

THE UNIVERSITY OF TENNESSEE
HEALTH SCIENCE CENTER
COLLEGE OF GRADUATE HEALTH SCIENCES

Ph.D. in NURSING SCIENCE CURRICULUM
FULL-TIME PLAN OF STUDY
Post-DNP

NAME _____

FACULTY ADVISOR _____ ENTRY INTO PROGRAM _____ GRAD. DATE _____

Course Number	Course Name	Credit Hours	Term(s) offered	Term Planned	Term Completed
Fall -Year 1					
BIOE 811	Biostatistics I	4 (4-0)	FALL		
NSG 910	Philosophy of Science and Theory in Nursing	4 (4-0)	FALL		
NSG 913	Qualitative Research Methods	3 (3-0)	FALL		
NSG 919	Nursing Science Seminar	1 (1-0)	FALL		
Spring-Year 1					
BIOE 821	Biostatistics II	4 (3-1)	SPRING		
IP 801	Integrity in the Conduct of Scientific Research	1 (1-0)	SPRING		
NSG 876	Leadership and Health Policy	3 (3-0)	SPRING		
NSG 934	Theoretical and Methodological Issues	3 (3-0)	SPRING		
Fall -Year 2					
BIOE 865	Linear Regression Methods	2 (2-0)	FALL		
NSG 912	Theory Construction and Analysis	3 (3-0)	FALL		
NSG 919	Nursing Science Seminar	1 (1-0)	FALL		
NSG 923	Quantitative Research Methods	3 (3-0)	FALL		
NSG 960	Directed Study or Elective*	3 (3-0)	FALL		
Spring-Year 2					
NSG 900	Dissertation*	6 (6-0)	SPRING		
NSG 924	Scientific Dissemination	3 (3-0)	SPRING		
NSG 960	Directed Study or Elective*	3 (3-0)	SPRING		
Fall-Year 3					
NSG 900	Dissertation*	9 (9-0)	FALL		

Spring-Year 3						
NSG 900	Dissertation*		9 (9-0)	SPRING		

*Hours are variable and can be individualized. PLEASE enter a number into the appropriate blank for Dissertation and Directed Study hours.

Following completion of candidacy examination, students are enrolled full-time in the program until degree completion. A minimum of 24 semester hours of NSG 900 is required of all doctoral candidates before the dissertation will be accepted. The maximum number of credit hours of NSG 900 that can be taken in one term is 9 hours.

Note: Courses selected for advanced statistics, electives, and directed study are based on the developmental needs of the student and decided in conjunction with the faculty advisor and dissertation committee.

PH.D. ADVISOR SIGNATURE _____

STUDENT SIGNATURE _____

DATE _____

CCS/MC/PC/CG

APPROVED BY CURRICULUM COMMITTEE: OCTOBER 8, 2007

APPROVED BY FACULTY: OCTOBER, 2007

UPDATED 9/23/10 WITH DELETION OF N933 AND ADDITION OF NSG 934 THEORETICAL AND METHODOLOGIC ISSUES IN CLINICAL RESEARCH

UPDATED COURSE NUMBERS 7/2/10

UPDATED 4/26/10; 7/2/10; 8/7/14; 7/15/17; 8/6/18; 8/1/19

APPENDIX D — Learning Agreement

**University of Tennessee Health Science Center
Ph.D. in Nursing Program
Directed Study (NSG 960) or Dissertation (NSG 900)
Learning Agreement**

Student: _____ **Course:** _____

Term: _____ **Year:** _____ **Faculty:** _____

Student Learning Outcomes

Student Learning Outcome #1: (Documentation/evidence of progress toward outcome listed below)		Met	Not Met
		<input type="checkbox"/>	<input type="checkbox"/>
<u>Strategies:</u> 1. 2. 3.			
<u>Outcome/Assignments:</u> 1. 2. 3.		<u>Due Date:</u>	

Student Learning Outcome #2: (Documentation/evidence of progress toward outcome listed below)		Met	Not Met
		<input type="checkbox"/>	<input type="checkbox"/>
<u>Strategies:</u> 1. 2. 3.			
<u>Outcome/Assignments:</u> 1. 2. 3.		<u>Due Dates:</u>	

OTHER COMMENTS: _____

Signature of Student

Date

Signature of Faculty Advisor

Date

Signature of Program Director

Date

APPENDIX E — Inaugural Committee Meeting

Agenda Student Name
Month, Day, Year
Meeting Location (Room and Building)
Time (a.m. or p.m.)

Zoom Information if appropriate:

Dissertation Title: Name of Dissertation in Title Case

Dissertation Committee Members

Dr. Committee Member	Dr. Committee Member
Dr. Committee Member	Dr. Committee Member
Dr. Committee Member	Dr. Committee Member

Introduction Doctoral Faculty
Committee Chair

Charge to Committee Dr. Donald B. Thomason
Dean, College of Graduate Health Sciences

OR
Associate Dean, College of Graduate Health Sciences

Dr. Isaac Donkor

Presentation Student name, credentials

Discussion Points Committee Members

- a. Dissertation – focus, feasibility, population, study design, comments on chapters
- b. Cognates – knowledge gaps and available courses
- c. Candidacy Exam – time table
 - Discussion of process
 - Areas of focus
 - Anticipated date
- d. Progress Report

Summary of meeting discussion Student name, credentials

APPENDIX F — Candidacy Examination Instructions

Candidacy Exam

Students may sit for their candidacy exam after completing core courses (BIOE811, BIOE821, IP 801, NSG876, NSG910, NSG912, NSG913, NSG919, NSG923, NSG 924, and NSG934) and with approval of the dissertation committee. Prior to taking the candidacy exam, students must remove any incompletes in courses. A student who receives a 'needs additional work' or 'no pass' score for the candidacy exam will have one opportunity to re-take the exam (see section on 'scoring candidacy exam'). The student is dismissed from the program if unsuccessful after the second attempt.

The exam consists of questions covering 5 topic areas which are answered over a 5-day period of time (e.g., begin 8 am Day 1 and end 5 pm Day 5). The questions focus on the student's program of research and require the synthesis of knowledge from previous courses and other learning experiences.

Students should make certain the software used to complete the candidacy exam is up to date. This may include statistical or qualitative analysis software programs.

Topics for the Candidacy Exam:

- (1) Ways of knowing (philosophy) and theory
- (2) Statistical analysis (critique of research, statistical analysis)
- (3) Qualitative or quantitative research methods, methodological issues
- (4) Content area
- (5) Translation of research (policy, practice, developing a program of research), ethics

Each committee member is assigned a topic area for the candidacy exam. Questions are generally submitted to the Faculty Advisor at least two weeks prior to the exam. The advisor will send the compiled questions to the Ph.D. Program Director for distribution to two faculty members who are not on the student's committee. These two faculty members will review the exam questions for clarity and fairness and return feedback to the Ph.D. Program Director. The Ph.D. Program Director will work with the Faculty Advisor to determine need for revision and further review of the dissertation questions before the Faculty Advisor distributes the exam to the student.

Typical Instructions for the Candidacy Exam

TO: XXXX Student
FROM: XXXX Dissertation Chair
RE: Candidacy Exam
DATE:

Please answer each of the following examination items (there are 5 questions, which may have multiple parts). Read each question carefully. I will discuss the items with you to ascertain whether you understand each question before you begin the exam if you wish and try to answer any questions you may have. You will be directed to contact the committee member who submitted the examination item to obtain clarification if I am unable to answer your question.

The candidacy exam questions should not be discussed with other individuals outside of your dissertation committee.

This exam is covered by the Honor Code of The University of Tennessee Health Science Center. By continuing this exam, you pledge that you have neither given nor received any assistance.

Please keep in mind that your responses should be presented in the form of an essay and as such you will be expected to write a brief introduction, followed by a focused discussion of the salient points raised in the exam item and a summary of your response. Responses to each exam item should be typed, doubled-spaced, and appropriate reference citations used to substantiate your answers. Use 1-inch margins for the top, bottom, and side margins. For the sake of clarity, please type the exam item number and exam question on the first page of your response to each item. Please use APA style with reference citations where appropriate. Your responses to each question should be saved in a separate file; be sure to include the question with the response. While a major goal of this examination is to allow you to respond to the items in a comprehensive fashion, it is important to be as focused and concise as possible. Typically, students can answer each exam item in 5 or fewer pages, however this varies with the exam item. Please try to limit your responses to no more than 6 pages per exam item, plus references. If more pages are needed for clarity and comprehensiveness, the student can contact the faculty advisor for guidance.

The completed examination should be submitted to me via email by 5 pm on XXXX.

Save your responses to each question as a separate Word document identified by the committee member's last name. I will distribute your responses to the committee members for evaluation. Committee members will read and evaluate their respective test item for substantive merit and completeness. Faculty score the exam question as Pass, Needs additional work, or No Pass. They may provide written feedback on the item or simply score the response. I will communicate the committee's decision regarding your performance on the candidacy exam to you.

Scoring of the Candidacy Exam

Committee members are encouraged to read the student responses to all questions, but only score the response to the question they submitted. They may provide written feedback on the item or simply score the response. Students must **pass** on all 5 questions to advance to candidacy.

The dissertation committee, and Program Director (or chair) may convene the committee within 2 weeks after the candidacy exam is completed to review the student's overall performance on the candidacy exam and make recommendations regarding entrance into candidacy, re-writing of questions, or additional work needed to remediate deficits before retaking the exam.

Students who receive a “Needs additional work” or “No Pass” on a candidacy exam question are allowed to retake the candidacy exam one more time. When a response receives a score of “Needs additional work,” the student will have either an oral defense to elaborate on their response or provide a revised written response to meet scholarly writing requirements of the candidacy exam. The committee member who wrote the question, the Faculty Advisor, and the Program Director will be present for the oral defense and score the oral response as pass or no pass. Similarly, the committee member, the Faculty Advisor, and the Program Director will review and score the re-written response. The committee designates a period of time (usually 1 week) in which the student must respond adequately to the question.

When a response is scored as “No Pass,” the student receives guidance on how to address deficits in knowledge. A new candidacy exam question is generated by the committee and the student is provided with **one** opportunity to successfully answer the question. If the student does not successfully answer the question, they are dismissed from the program.

1/2011; 6/2011; 11/2011 (pc)
7/2016; July 2019; June 2022 (cg)

APPENDIX G — Report of Final Examination

Determining readiness for defense.

The dissertation committee determines when candidates are ready to present their research findings in a public forum, also known as the dissertation defense. In addition to providing guidance to the candidate, regular committee meetings and communications with members keeps the committee informed of the research progress. The written dissertation should be in excellent condition, having been reviewed by the Faculty Advisor, prior to disseminating the document to the committee. The committee will review the full document prior to determining readiness for defense. A defense date is set once the committee determines the candidate is ready to present the completed research.

Setting a date.

Finding a time that is available for all committee members may be difficult. Candidates should be flexible in terms of dates and times for the defense. Some chairs ask the student to arrange for the defense date, time, and location. If scheduling conflicts occur among committee members, ask your committee chair and the Ph.D. Program Director to assist in arranging a defense time. Zoom or another virtual meeting platform is available for distance committee members or those who are traveling. Reserve two hours for the oral defense.

Who attends?

Dissertation defenses are open to any interested member of the community. Once the date, time, and location of the defense have been arranged with the dissertation committee, the candidate emails the CGHS and Ph.D. Program Director this information as well as the dissertation title. The CGHS will post the information on the website, and the Ph.D. Program Director will disseminate email notifications to the College of Nursing and CGHS faculty/student listserv. Attendees will include the Dean or Associate Dean of the CGHS, the Ph.D. Program Director, committee members, and other faculty and students at the university. It is acceptable to have adult family members attend.

How much time, what is needed?

Reserve a classroom with computer/LCD projection capabilities and/or a Zoom session for a 2-hour block of time.

What is the order of events?

The defense is organized to ensure a complete, clear presentation of the study and examination of the candidate. Generally, the format is:

- Welcome and procedure for the defense by the chair
- Presentation by candidate
- Open forum, questions from other academic and professional guests [This is a different sequence than what we have traditionally done]
- Committee members ask questions
- Closed session where committee members discuss research study, oral presentation, and written document and deliberate on the candidate's fitness for the degree.
- Post-meeting announcement of outcome of committee deliberations
- Conference with the student and committee members

Details on the defense format follow:

- The chair welcomes attendees, introduces the candidate and committee members, and provides a brief overview of proceedings.
- The candidate presents their dissertation research, demonstrating the ability to speak clearly and concisely about their research. The Dean of the CGHS has asked that students give a 20-30 minute presentation. (We recommend the student aim for a 20-minute talk, as it is common to take a few minutes longer once you begin to explain the study findings). At our institution, the presentation format usually involves a PowerPoint (with or without handouts). The candidate should talk with the dissertation chair regarding content to include in the presentation. Practicing the presentation with colleagues and the committee chair helps to hone presentation skills and assure adherence to time constraints.
- Questions are held until the end of the presentation. The Dean of the CGHS has asked that questions be posed first by the audience (non-committee members), with committee members then posing questions in the public forum. Questions may range from very specific to general. The questions are designed to explore further the study (1) methods, (2) findings, (3) interpretations, and (4) theoretical and practical implications of results; and stimulate thought on future research. The presentation and question generally do not exceed 60 minutes but may be extended at the discretion of the committee.
- At the conclusion of the public forum, the committee moves to closed session and deliberates on the candidate's fitness for the degree. If the committee determines that the candidate's defense was not of sufficient quality to merit passing, the candidate will need to repeat the defense. If the committee approves both the oral defense and the written dissertation, signature pages are signed, and the candidate moves forward with final format review for the electronic dissertation. The committee may recommend changes and request to review the written document or

- authorize the chair to review the revised document. The committee may choose to sign the signature page at this time or wait until the chair reviews and approves the final document. The candidate should generate the “Approval of Final Defense” form from the CGHS website and have their dissertation signature page approved by the ET/D review committee prior to the defense so that committee members may sign at the defense.
- The chair announces the outcome of the deliberations and asks the candidate to join the committee for discussion on the study, dissertation document and presentation. The committee may ask the candidate additional questions that were not posed in the open forum to help clarify questions they have about the research study.

Reviewed by:

Don Thomason, Ph.D., Dean, College of Graduate Health Sciences

Isaac Donkor, Ph.D., Associate Dean, College of Graduate Health Sciences

1/24/2014

APPENDIX H — University of Tennessee Health Science Center Ph.D. in Nursing Science Program Dissertation Grant Proposal

This call for grant proposal is open to Ph.D. students who are entering the dissertation phase of their nursing doctoral program. However, students who have had their dissertation proposal approved by their committee and who have previously submitted applications for external funding (Southern Nursing Research Society, Sigma Theta Tau International, National Institutes of Health, etc.) will be given priority consideration.

Materials to Submit

1. Letter from Dissertation Advisor confirming candidacy and proposal defense
2. NIH biosketch of applicant and advisor
3. Critique or letter of funding decision from external funding agency

Grant proposal components

1. Aims, significance, methodology,
2. Protection of human subjects if applicable,
3. Reference list, and
4. Appendices (instruments, proof of IRB submission or approval)

Detailed budget (maximum \$2000)

1. Limited to supplies, lab costs, equipment, subject incentives, or travel to subject site
2. Travel to conferences, purchase of computers, and personnel are not covered

Up to one proposal per year will be funded. Only meritorious proposals will be considered for funding.

DUE: Annually, the last Friday of January. If an application is *not* funded in January, a second round of applications will be considered the last Friday of July.

Please email your proposal to jgraff@uthsc.edu. Contact the Director of the Ph.D. in Nursing Science program, Dr. Carolyn Graff, if you have questions.

Approved by Ph.D. Faculty, 7/31/2013

Revised by Ph.D. Faculty, 10/26/2020

APPENDIX I – Scholarships and Grants 2023-2024

American Association of Colleges of Nursing

- Scholarships and Financial Aid: [Financial Aid & Scholarships \(aacnnursing.org\)](https://www.aacnnursing.org)

American Nurses Foundation

- Nursing Research Grants: [Research Grants | Faculty Resources | ANA Enterprise \(nursingworld.org\)](https://www.nursingworld.org)

College of Graduate Health Sciences - UTHSC

- CGHS Scholarships and Grants: [Scholarships and Grants | Student Resources | College of Graduate Health Sciences | UTHSC](https://www.uthsc.edu)
 - Lee and Jennie Beaumont Endowment Fund
 - Belz Family Scholarship Endowment Fund
 - CGHS Travel Awards/John Autian Student Enrichment Fund
 - Edward and Bernice Humphrey Scholarship Endowment Fund
 - Morton H. and Myra M. Friedman Scholarship Endowment Fund
 - Alma and Hal Reagan Endowment Fund

Health Resources & Services Administration

- Grants: [Find Funding | Official web site of the U.S. Health Resources & Services Administration \(hrsa.gov\)](https://www.hrsa.gov)
- Loan Repayment: [Apply for Loan Repayment | Bureau of Health Workforce \(hrsa.gov\)](https://www.hrsa.gov)
- Scholarship: [Apply for a Scholarship | Bureau of Health Workforce \(hrsa.gov\)](https://www.hrsa.gov)

National Institutes of Health

- National Institute of Nursing Research: [NINR - National Institute of Nursing Research | National Institute of Nursing Research \(nih.gov\)](https://www.nih.gov)
- Non-NIH Funding Opportunities for Predoctoral & Graduate Researchers (Fogarty International Center): [Non-NIH Funding Opportunities - Grants and Fellowships - Fogarty International Center @ NIH](https://www.nih.gov)
- Office of Intramural Training and Education (OITE) Graduate Partnerships Program: [Graduate Partnerships Program \(GPP\) - Training Programs in the Biomedical Sciences - Office of Intramural Training & Education at the National Institutes of Health \(nih.gov\)](https://www.nih.gov)

Robert Wood Johnson Foundation

- Funding Opportunities: [Funding and Engagement Opportunities - RWJF](https://www.rwjf.org)

Sigma Theta Tau International Honor Society

- Nursing Scholarship Opportunities: [Nursing Scholarship Opportunities \(sigmanursing.org\)](https://www.sigmanursing.org)
- Grants: [Sigma Nursing Research Grants](https://www.sigmanursing.org)
- Beta Theta At-Large Chapter: Research Grant and Education Scholarship awarded each year

Sigma Xi Grants in Aid of Research

- [Grants in Aid of Research \(sigmaxi.org\)](http://sigmaxi.org)
- Sigma Xi Members: award amounts range from \$500 to \$5,000 for graduate applicants and \$500 to \$2,000 for undergraduate applicants
- Non-members: award amounts, both graduate and undergraduate, are available up to \$1,000

Southern Nursing Research Society

- Research Grants Funding: [Research Grants Funding Program – SNRS](#)

Tennessee Higher Education Commission

- Graduate Nursing Loan Forgiveness Program: [Graduate Nursing Loan Forgiveness Program \(tn.gov\)](#)
- Tennessee Higher Education Commission & Student Assistance Corporation: [Tennessee Higher Education Commission & Student Assistance Corporation - TN.gov](#)

Tennessee Nurses Association

- Tennessee Nurses Foundation Scholarships and Grants: [TNF Scholarships & Grants | Tennessee Nurses Association | Nursing Network](#)
 - TNA District Educational Scholarships
 - Maureen Nalle Memorial Graduate Nursing Scholarship
 - Nursing Research Grants

Consider **specialty organizations** such as:

American Association of Critical Care Nursing: [AACN Continuing Professional Development Scholarships - AACN](#)

American Cancer Society: [Apply for a Research Grant | American Cancer Society](#)

American Heart Association: [Application Information - Professional Heart Daily | American Heart Association](#)

American Heart Association/American Stroke Association: [Student Scholarships in Cardiovascular Disease and Stroke - Professional Heart Daily | American Heart Association](#)

American Diabetes Association: [Research & Grants | American Diabetes Association](#)

American Nephrology Nurses Association: [Grants & Scholarships | American Nephrology Nurses Association \(annanurse.org\)](#)

Association of Rehabilitation Nurses: [Scholarship Opportunities | ARN \(rehabnurse.org\)](https://rehabnurse.org)

Handbook approved by Ph.D. Faculty June 22, 2015
Handbook Taskforce:
Cathy Pantik, DNP/Ph.D. Student
Crystal Martin Walker, DNP/Ph.D.
Student Melody Waller, Ph.D. Student
Curtis Roby, Grant Coordinator/Technical Writer/Editor
J. Carolyn Graff, Ph.D. Program Director

Approved by CGHS July 23, 2015
Isaac O. Donkor, Ph.D., Associate Dean Student
Affairs Donald B. Thomason, Ph.D., Dean

Revised by J. Carolyn Graff July 14, 2016
Revisions approved by Ph.D. Faculty July 20,
2016 Revisions approved by CGHS July 29,
2016

Revised by J. Carolyn Graff and Amy McKeown (Ph.D. Student) July 9, 2017
Revisions approved by Ph.D. Faculty July 14, 2017
Revisions approved by CGHS July 26, 2017

Revised by J. Carolyn Graff July 19, 2018
Revisions approved by Ph.D. Faculty July 26,
2018 Revisions approved by CGHS August
25, 2018

Revised by J. Carolyn Graff August 1, 2019

Updated by J. Carolyn Graff February 24, 2021

Student Timeline developed by Amal Haji Assa (Ph.D. Student) May 24, 2021
Revised by Ph.D. Faculty and Patti Smith September 21, 2022
Revisions reviewed and edited by Curtis Roby October 5, 2022
Revisions approved by Ph.D. Faculty October 14, 2022
Revisions approved by CGHS October 24, 2022

Reviewed, revised, and approved by Ph.D. Faculty October 2, 2023
Revisions approved by CGHS October 31, 2023
Revisions reviewed and edited by Curtis Roby November 13, 2023

Updated Appendix I: Grants and Scholarships by J. Carolyn Graff
February 27, 2024