

# Road to becoming a Ph.D. Candidate in GGHA!

## Timeline | Action and Deliverables

### The beginning of 2<sup>nd</sup> academic year

Date: \_\_\_\_\_

Date: \_\_\_\_\_

### 5<sup>th</sup> quarter committee meeting

Date: \_\_\_\_\_

### At least 90 days before QE

Date: \_\_\_\_\_

### At least 3 months before QE

Date: \_\_\_\_\_

### 2 months before QE

Date: \_\_\_\_\_

### 1 month before QE

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

### 2 weeks before QE

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

### Within 72 hours after QE

Date: \_\_\_\_\_

### Within 1 quarter of passing QE

- Attend QE info session hosted by GGHA
- Attend QE Student Q&A hosted by Hort & Ag Student Association
  
- Work with your Guidance Committee to select committee chair and members based on chosen areas of emphasis
- Submit 5th Quarter Guidance Committee Report to GGHA coordinator to start QE application process
  
- Receive notification from Graduate Studies that QE committee has been approved
- Schedule an introductory meeting with each committee member
  - Chair: \_\_\_\_\_ Date to meet: \_\_\_\_\_
  - Committee (area): \_\_\_\_\_ Date to meet: \_\_\_\_\_
  - Committee (area): \_\_\_\_\_ Date to meet: \_\_\_\_\_
  - Committee (area): \_\_\_\_\_ Date to meet: \_\_\_\_\_
  - Committee (area): \_\_\_\_\_ Date to meet: \_\_\_\_\_
  
- Distribute poll to identify examination date and time
- Check in with your PI to discuss where support can be given to you  
List support here: \_\_\_\_\_
- Study topic areas by reading papers, textbooks, course notes, and other materials given to you by committee members  
Describe your study plan: \_\_\_\_\_
  
- Distribute a draft proposal to PI and colleagues for general feedback
  
- Check in with committee members about study progress
- Check in with QE chair about norms and expectations for the exam
- Schedule a mock QE with participants that represent your areas of emphasis
  
- Submit proposal to committee members
- Confirm meeting logistics with all committee members
- Meet with chair to troubleshoot any potential technology challenges
- Make sure to prioritize sleep, relax, and taking care of yourself!
  
- Qualifying Examination**
  - You should be notified of the result immediately after the QE, but if there needs to be a re-take, the specific requirements must be conveyed to you within 72 hours; GGHA Coordinator submits QE Report to Grad Studies
  - Submit candidacy form; receive approval from Grad Studies



***Congratulations, you are a Ph.D. Candidate!***

### Tips for effectively structuring study time

- Structure time to engage deeply with materials and time to decompress (e.g., 3 hrs working and 1 hr break)
- Have a plan with specific study topics for each area of emphasis
- Take time to revisit previously learned material by identifying how the topics are interconnected with one another
- Prep yourself to ask committee members questions during the 1 month meeting. Doing this will ensure they know you've been studying and will give you clarity/their perspective on the topic.
- Find a study buddy/group and then actually study/meet on a regular basis.
- Consider halting the incorporation of new study material unless instructed by committee members

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