

QUICK REFERENCE • RESEARCH DOCTORAL STUDIES

ThM Supervisor Responsibilities and Requirements

The ThM is designed as a 3-semester program requiring 2 introductory courses (GRS & FTS), 18 hours of advanced coursework, and 2 capstone courses. Program completion maximum is 6 semesters (3 years).

Supervisor Assignment & Advising Expectations

- **Supervisor Selection:** Students contact a potential supervisor with a completed “Research Proposal” during their second semester by following the instructions in Canvas course 44560. Faculty members reserve the right to say no or contact our office with concerns.
- **Academic Advising:** The RDS office advises students on program progress, course registration, and degree milestones.
- **Course 44560 (Supervised Research Experience):** Meet with students at least once (virtually or in person) to review their research proposal and evaluate their complete rough draft (8,000–15,000 words).
- **Course 81900 (Guided Mentorship):** Meet with students at least once to review their revision proposal, sign the Capstone Submission Form, and evaluate the final draft using the RDS Grading Rubric.

Capstone & Thesis Requirements

- **Standard Capstone Project:** Requires an 8,000–15,000 word journal-quality paper, developed by revising/expanding prior graduate work or completing an approved new research topic. For most students, this paper should be a significant expansion and revision of a paper previously written by the student.
- **Capstone / Thesis:** Requires a 15,000–18,000 word master’s-level thesis based on original research.
- **Final Submissions:** Due October 15 (fall) or March 15 (spring) under the guidance of an assigned faculty supervisor. Submit via Canvas course 81900.
- **Oral Defense:** Not required; project acceptance is determined by the supervisor using the RDS Grading Rubric.

Academic Policies

- **Minimum Grade Policy:** The minimum passing grade for any course in the program is “B”. Lower grades result in academic probation.

- **RDS Grading Rubric:** Faculty advisors must evaluate final capstone projects and theses using the official RDS Rubric, assessing Research Planning, Quality of Research, Effective Communication, and Advanced Understanding. At the end of their program, each student will contact their supervisor with the Google Form containing the rubric.
- **Continuation Fees:** Assessed at \$1,000 per semester for any term beyond 3 enrolled semesters.

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