

Doctoral Studies Newsletter



ENGAGED LEARNING

Spring 2019

IN THIS ISSUE:

Words from Our Director

by Dr. Julia Phillips

It has been a pleasure serving as Director of Doctoral Studies! We have made some significant changes that will increase the ability of students to move through the program toward a successful dissertation defense. Most recently, the Doctoral Studies Committee approved a policy change for the comprehensive examinations as follows:



The Core Exam is composed of two parts:

- 1) EDU 803 or EDU 805/806
- 2) EDU 809 or UST 716

The Research Exam is composed of two parts:

- 1) Quantitative Methods
- 2) Qualitative Methods

Students are required to take both parts of each exam (e.g., both parts of the Research Exam: Quant and Qual), until one or both parts of the exam are passed.

If a student fails both parts of an exam (e.g., both the Quant and Qual parts of the Research Exam), the student is required to retake both parts of the exam on the next attempt.

If a student fails one part of an exam (e.g., either the Quant or Qual part of the Research Exam), student will retake only that part and will have two hours to complete their response to that part of the exam.

Each exam (i.e., the Research Exam or the Core Exam) may only be taken four times. That is, you can walk through the door of the exam four times and both parts must be passed within those four attempts.

(continues, next page)

Doctoral Studies Lab, JH 139:
A Complete Overhaul p. 2

Alumni Updates, *featuring:*

Carmine Stewart, Cohort XXV
Maudie L. Holm, Cohort VI
Holly Kirk, Cohort XXI
Clara J. Mosley Hall, Cohort III
Sarah M. West, Cohort XXVI

pp. 3-5

Spring 2019 Graduate
Student Awards, *featuring:*

Brittany Carbaugh, UECF
Steven M. Sanders, UECF
Markita Warren, UEL

pp. 5-6

Final Steps to Candidacy:
Completing the Transformation

p. 7

FAQ's and Answers:
Pre-Travel Approval & Post-
Travel Reimbursement for
Doctoral Students' Travel
Fund Requests

pp. 8-11

Important Reminders

back cover

Words from Our Director, *continued*

Whether both parts of an exam are passed together in a single exam session, or each of the two parts are passed separately, students who do not pass both parts of the exam after a total of four attempts will be dismissed from the program.

An attempt is defined either as trying to pass both parts of the exam in four hours, or re-taking the one part of the exam that previously did not receive a passing evaluation, in two hours.

Additionally, we have instituted a tutoring review sessions for the Research Exam which have been facilitated by Wanda Jones. I am hopeful that these review sessions will support students in studying for, and ultimately, passing the Research Comp. We believe these efforts will assist students in moving toward graduation.

Also as previously announced, all doctoral students will now be required to start their EDU 895 dissertation research in the Fall of their third years, rather than the Fall of their second years. On a related note, in collaboration with the Center for Urban Education, the Doctoral Studies Committee will host a Research Day on April 24, 2019 after the College faculty meeting.

Participation in the event for 2019-2020 year will be required for students enrolled in EDU 895. They will be expected to present their work on Chapters 1, 2, and 3 in a poster, allowing them to receive feedback on their work from their peers and other faculty members. We are hopeful that these changes to EDU 895 will assist students in making progress on their dissertation research in an efficient and timely fashion.

Best wishes for a restful and productive summer season!

DOCTORAL STUDIES LAB: A COMPLETE OVERHAUL!

We are immensely grateful for the support of the College of Education and Human Services Technology Committee for the complete updating of computers, monitors, wireless keyboards, and wireless mice in the Doctoral Studies Lab! Claire Grantier, Director of the Center for Educational Technology, and her staff of Graduate Assistants provided their expertise and direction in replacing all of the equipment in the room. Many thanks to each of them!



Alumni Update



Carmine Stewart, MUPDD, Ph.D., Cohort XXV

Carmine is the President and CEO of Aspire Consulting and Educational Services, conducting research, evaluation, assessment, data analysis, teacher preparation, and professional development training for school districts and adult literacy agencies.

Her research interests are teacher preparation and professional development in adult literacy education, developing emancipatory knowledge in adult literacy educators, and creating agency among the adult literacy population.

Carmine is the Program Director at Seeds of Literacy, a non-profit organization that provides free basic education and high school equivalency preparation for adults in the Cleveland area.

Since starting at Seeds in August, Carmine has instituted a program for beginning and struggling readers that has resulted in over 100 tutors and staff members training to administer reading fluency assessments to struggling adult learners. Carmine is also an Adjunct Professor at Cleveland State University where she teaches future educators in the Adult Learning and Development track.

Maudie L. Holm, M.Ed., Ph.D.

Maudie L. Holm, Cohort VI, worked at Cuyahoga Community College as District Director, OD/HR. Upon graduation from CSU with her Ph.D., she enjoyed seven years at The Plain Dealer in Training & Development. In 2006, she changed careers joining Capella University, Minneapolis, MN as a full-time professor and received The Harold Abel Distinguished Faculty Award for her teaching excellence. In 2013, she assumed the role of Chair for the Ph.D. program in Business Management which she enjoyed until her retirement in 2017.

She especially enjoyed her work with Drs. Ernest Schuttenberg (deceased) and Ralph Mawdsley, as they served as co-chairs for her dissertation. She worked full-time and attend Doctoral Studies full-time during her CSU experience. She relates strongly with adult learners who have to meet professional and personal demands simultaneously. Her love for teaching and mentoring others originates from her thirty+ years in Human Resources. Her favorite specialization was OD/Training/Development. She pursued her Master's at CSU in Adult Learning and Development to strengthen her HR talents. It wasn't long into the program that she realized she wanted to teach at the university level and continued her Ph.D. studies in the School of Education.



In private sector, she enjoyed employment in Defense manufacturing, Tooling Systems Manufacturing, Publishing and Education both public/government and private. She credits her manufacturing experiences for developing her drive, since that sector is highly time-bound and cost-conscious. It set her on a path to be successful, reaching executive levels where she quips, "I was the only woman in room—I couldn't hide!"

She is passionate about the development of transferable skills and believes with discipline and education, people can and do make successful career changes. "Determine the core competencies of the job you want and groom those skills." That recipe led her to a satisfying 55-year work-life. She now teaches part-time for Capella and hopes to begin volunteer work soon.

Alumni Update

Holly Kirk, M.Ed., Ph.D., Cohort XXI

Dr. Holly Kirk completed her APA accredited internship at Applewood Centers and obtained her doctoral degree in 2014. Since the completion of her Ph.D., Dr. Kirk continued her work in community mental health and has also served as a therapist and consultant in the Cleveland Metropolitan School District.

Dr. Kirk is currently working in a private practice at Behavioral Health Services of Greater Cleveland, providing counseling to adults, children, adolescents and families. For the past 3 years, Dr. Kirk has served as an adjunct faculty member in the Clinical Mental Health Counseling graduate program at Cleveland State University where she teaches Ethics and supervises internship and practicum students.

Committed to volunteer work and service to others, Dr. Kirk acts as a Dream Coordinator for Believe in Dreams, a wish granting organization for economically disadvantaged children who have experienced non-medical hardships. Helping to install hope and healing to children who have experienced adversity in their lives continues to inspire and motivate Dr. Kirk both personally and professionally.



Clara Jean Mosley Hall, M.Ed., Ph.D., Cohort III



After graduating from Urban Education’s Learning and Development track in CSU’s Doctoral Program in 1994, I began teaching in the department of Deaf Interpretive Services at Cuyahoga Community College. This entailed teaching courses in American Sign Language, linguistics, and interpreting for Deaf and hard-of-hearing individuals. I began as a lecturer, then went on to become an Assistant Professor, Associate Professor, and am now Professor.

I recently published a memoir about growing up as a CODA (Child of Deaf Adults). It was released in November of 2018 by Gallaudet University Press, titled, *Paris in America: A Deaf Nanticoke Shoemaker and His Daughter*. The book can be purchased on Amazon, Barnes and Noble, and any of the other stores in the marketplace.

I have traveled to many places since graduating from CSU including New Zealand, Australia, Jordan, West Africa, Northern Iraq, Poland, France, and the Caribbean. The world is such a diverse place. One of my dreams is to visit as many places and as many people including those who are Deaf or hard-of-hearing, so that I can support their educational endeavors.

Alumni Update, *continued*



Sarah M. West, JD, Ph.D.

I am a member of Cohort XXVI, which is a vibrant group of excellent educators and with whom I will always be proud to be associated. I was thrilled to be asked in 2018, one year after completing my Ph.D., to join the faculty in the Division of Professional Education at Notre Dame College in South Euclid, Ohio. I currently serve as the Director of Graduate Studies in Professional Education as well as an assistant professor. I teach educational psychology, develop new courses for the Division, serve on the Graduate Program and Planning Committee, and supervise Master's candidates in their research capstones.

I am grateful to my dissertation chair, Dr. Marius Boboc, as well as Drs. Stead, Bagaka's, Adams, and Galletta for their superior support of me throughout my program. I was beautifully prepared to take on my administrative/teaching role at the College. I am thrilled to be able to represent the doctoral program at CSU in a liberal arts, mission driven setting that serves a significant population of students from urban K-12 districts in Ohio and beyond.

Graduate Student Awards

below, from left: Brittany Carbaugh, Steven M. Sanders, Markita Warren

Brittany Carbaugh

(Recognized for her work as a Student Advocate)

During my time at CSU pursuing my doctoral degree, I have initiated and been involved in a number of engagement and advocacy projects. Specifically, I have been involved with the Health & Wellness "HYPER" team as a peer educator since its inception.

The team is focused on suicide prevention, particularly for high risk populations such as the LGBTQ+ students and the Student Service Members/Veterans.

As the president of the Graduate & Professional Student Association (GPSA), I have secured graduate student representation on all faculty senate committees at the university. This literal seat at the table has given voice to the needs of graduate students in all colleges at CSU.

Finally, as the graduate assistant at the Veteran Student Success Program (VSSP) at CSU, I have developed a Peer Mentorship program for the student service members/veterans to facilitate their successful adjustment to college during their first semester at CSU and beyond.

I feel incredibly honored and humbled to win this award. I have been privileged to work with fantastic people in each organization who have helped to drive these initiatives and improve the lives of students.



Graduate Student Awards, *continued*

Steven M. Sanders

I was nominated for and received a research award for work I completed over the summer. I was both excited and honored to be even nominated, let alone win. I believe this award highlights the awesome support that I've received during my time here at CSU. The work was concerned with the relationship between academic achievement and perceived school climate. We took a unique approach focusing on students with disabilities and students whose primary language was not English. This work was very important because we designed analytic models exploring these relationships for two populations who are underserved, especially in urban school settings.

For the 2018-19 academic year I served as President for the Urban Education Doctoral Student Organization. In this role, my primary concern was the perceived climate of our doctoral programs and the sense of community felt by our students. We were able to build upon the foundation laid by our immediate past president, Brittany Carbaugh. Hopefully, the next generation of leadership is able to move the organization even further.

Markita Warren

These are comments from Dr. Katherine Clonan-Roy, when notified that her graduate assistant, Markita Warren, received an Outstanding Graduate Student Award:

"I am so proud of Markita, and think that this is a huge achievement. . . . It speaks to her sophisticated teaching abilities and commitment to student achievement at the undergraduate and graduate level at CSU."

from Markita:

I am honored and elated to receive a Graduate Student Award in the category of teaching assistant, and extend so much gratitude for the opportunity to serve others in the College of Education. This award means so much to me, a modest teacher of education who cares deeply for my students as future teachers, and desires to help others to maximize their potential. Dr. Clonan-Roy, Katie, my mentor, advisor and friend saw the potential in me to play a role in forwarding the goals many educators share for the field of Education and gave me the guidance and freedom to exercise that potential. I am so thankful to her for the nomination.

I am humbled by how highly leaders at Cleveland State University perceive my work and contribution to Education. Thanks to the Department of Curriculum and Foundations for giving me the opportunity to be a part of a small group of Graduate Assistants. Through this assignment and opportunity, I developed my teaching skills and engaged in research opportunities.

As a servant leader, I enter any position, situation, or environment asking how I can best serve others' needs. I credit my receipt of the award in part to serving the needs of the urban students whom I serve on a daily basis. I supplied students with the materials that they needed to obtain their education.

I also dedicated a portion of this award to help with the expenses incurred by attending the 2019 Great Lakes Regional Counseling Psychology Conference to present a poster focused on my research. This gave me an opportunity to learn from a knowledgeable, talented, and generous group of people in the Higher Education community. I look forward to working together with them again in the future.

Final Steps to Candidacy: How the Transformation Begins

by Rita M. Grabowski

(Note: Last year, the Doctoral Committee agreed to revise the Program's definition of Candidacy. The revised definition is considered a change in curriculum, which required approval from the College of Urban Studies and Human Services Faculty Senate. Dr. Phillips was notified of the approval for the new definition last year, after the Senate's December meeting.)

You've passed all three (or more!) of your comprehensive exams. You've finished your coursework except for one last specialization course that is not scheduled regularly. But, you're finishing that last class at the end of the semester. You have been reviewing literature. You have considered and decided on a research methodology. You have drafted and re-drafted (and re-drafted) your first three chapters. You have verbal commitments from you're the faculty member who will become your chair, and have consulted with them for their input and assistance in the selection of your committee members. There is only one more "big" thing to do for you, a student, to transform, officially, into a candidate.

Finally, you hear those magical words, the words that begin your final steps to candidacy: "You're ready for prospectus!"

Really?! But what needs to happen next? Keep reading!

Have your committee members signed Faculty Dissertation Committee Agreement forms? This is likely the form to which your Soon-to-be-Official Dissertation Chair is referring. These forms are on the Forms Table in the Doc Studies Office, but email a request and I will forward one to you. You fill out the top portion (one form for each potential committee member), and attach a 150 – 200 word abstract. Each member signs the form and checks the box that defines their role on the committee.

How many committee members are necessary for a dissertation has also changed within the past few years. You can have as many as five, which previously had been the single option for the make-up of a committee. I have even seen one or two committees with six members, but you and your chairperson would need a compelling reason to involve that many people! It could happen if someone from your professional community, who does not have Graduate Faculty Status was a help, and an early inspiration to you. They can serve on your dissertation committee, but as a non-voting member. (Remember, too, that there is an advantage to having an odd number of committee members – no tied votes!) You can also have as few as three committee members.

Each dissertation committee MUST have a chairperson, a methodologist, and a member who is outside of CSU's College of Education. To be a committee member, faculty must have a graduate faculty status of at least level 2. A chairperson must have level 1. This can be checked at: <http://graduatestudies.csuohio.edu/graduate/rosters/facultyroster.html>

Potential committee members from outside CSU can apply to Graduate College to be granted Graduate Faculty Status, with the approval of your Dissertation Chairperson. Check with Dr. Phillips, your Administrative Coordinator, or the College of Graduate Studies website for more information. If necessary, it is possible to have co-chairs. Your Methodologist could be your outside member. One of your co-chairs could be your methodologist! Four-member committees do get approved. You and your chairperson have options.

Once everyone has signed their form, I strongly urge you to keep a copy of each of the agreement forms for your records. Then hand the signed originals in to the Office's Administrative Coordinator, who will also need one (1) copy of your abstract. Your administrative coordinator then completes another form, attaches a copy of your abstract, and, after obtaining necessary signatures, forwards the information to The College of Graduate Studies for approval.

Hey. This is huge!

A successful Prospectus Hearing metamorphoses you, the Doctoral Student into you, the Doctoral Candidate. This is also the event that allows you to enroll in EDU 899, Doctoral Dissertation the following spring or fall semester. Congratulations! Remember that it is a Graduate College requirement for you to be continuously enrolled in EDU 899 through the semester of your successful dissertation defense. Reach out to your committee (and Cohort) members as needed. You have three of five chapters drafted. Keep going. Don't lose momentum!

Ph.D. in Urban Education

The College of Education and Human Services
The Department of Doctoral Studies

PART I: Q's and A's for Pre-Travel Approval for Funding Requests for Student Travel

Congratulations! The abstract you submitted for a poster or paper has been accepted for presentation at a conference! The following information will walk you through the process of receiving the required **Pre-Travel Approval** for your travel funding request. (BTW: The email notification that you received from the conference, or that was forwarded to you by the first author is important! Be sure to save it. You will need to provide a copy of it to process your Pre-Travel Approval! (See page 4 of this document.)

What type of participation is eligible for Funding?

Doctoral Students can be reimbursed for certain expenses to travel to professional conferences to present posters and/or papers, as well as to participate in roundtable or panel discussions.

Are there limits on the amounts of funding that can be requested for Student Travel?

Yes. Here are the current limits:

For a single student presenter at a conference within the state of Ohio: \$300.

For a single student presenter at a national conference outside of Ohio: \$600.

For a single student presenter at an international conference: \$900.

Please note that if student co-authors want to co-present, these totals would be divided depending on the number of student presenters. For example: if two authors go to the same conference and co-present their research in a single presentation at a national conference outside the state of Ohio, the maximum reimbursement for each presenter would be \$300.

Where does the funding come from?

Standard reimbursement amounts are divided three ways, with Doctoral Studies, The Office of the Dean of the College of Education and Human Services, and the Dean of the College of Graduate Studies each covering 1/3 of the total. So, for a \$600 reimbursement, each of the three funding sources would cover \$200.

How do I initiate my Funding Request?

Because they provide a portion of the funding, the College of Graduate Studies asks that students use a two-page request form designed by their office, which has been in use since summer of 2017. A blank form is included as the last pages of this Q and A. Students complete the first page, providing their estimated travel expenses.

When should I turn in the form? Where do I send it?

Ideally, you want to turn in the form as soon as possible. However, it must be turned in, with the first page completed, at least three weeks in advance of your travel date. It is preferred that the form and supporting materials are scanned and emailed to the Administrative Coordinator of Doctoral Studies. If you opt to drop off the materials, it is suggested that you make and keep a copy for yourself. Also, photocopy your materials on **one** side of the page!

What type of expenses can be reimbursed?

The second section of the form lists the type of expenses that can be reimbursed:

SECTION 2 – ESTIMATED TRAVEL EXPENSES

	\$ Amount
Air Fare	
Mileage/Car Rental/Taxi	
Hotel	
Conference Fees	
Meals	
Total	

If these are “estimated” expenses, how accurate do they need to be?

They need to be as accurate as possible, since the amount of your reimbursement is based on this estimate. There are specific criteria for completing this section of the form correctly.

The plane ticket I purchased includes some extra charges. Does CSU reimburse these?

Not all “extra charges” can be reimbursed. CSU **will** reimburse the cost of the basic flight, taxes and baggage. Trip insurance, early check-in, upgraded seats or other add-ons will **not** be reimbursed.

Instead of purchasing a plane ticket, I plan to drive to and from the conference. Do I just estimate the amount of gas I will use?

No. You are reimbursed for mileage using the current per mile rate provided by the U.S. Internal Revenue Service. The rate for 2019 is 0.58 per mile. The rate is updated annually. Here is the official site: <https://www.gsa.gov/travel/plan-book/transportation-airfare-rates-pov-rates/privately-owned-vehicle-pov-mileage-reimbursement-rates>

Whenever you ask to have mileage reimbursed, you need to provide a print-out that documents the round-trip mileage, using a site such as Google Maps or MapQuest. (Please note that all documentation that will be handed in needs to be printed on **one** side of the page, since materials need to be scanned to be processed. Also, because of the need to scan your materials, please do **not** staple any of your pages together!)

Realize too, that there are limitations on the amount of mileage that can be reimbursed. So, if you submit mileage for reimbursement as part of your pre-travel approval, you must also provide a “fare comparison.” Using your planned departure and return dates, check for round-trip air fare prices. Submit this documentation along with your form and the documentation for your trip’s mileage.

As you review the costs of a round-trip ticket, select the least expensive flight. And highlight it or circle it. If the calculated mileage amount is LESS than the cost of a round-trip ticket, you will receive the calculated mileage amount in full. If the cost of the flight is LESS than the cost of the mileage, you will receive reimbursed mileage equal to the cost of the flight.

Note that if you drive to the conference with another student who is presenting, you would compare your mileage amount to the cost of **two** round trip tickets. Only the owner of the car can receive mileage reimbursement.

I plan to use a rental car while at the conference. Can this cost be reimbursed?

Yes, but you will need prior approval through Human Resources. You will need to send them a copy of your driver’s license. Contact Doctoral Studies’ Administrative Coordinator for more information.

Since I do not plan to use a rental car, can things like toll fees, the cost of shuttle service, taxis and public transportation be reimbursed?

Yes. If this type of expense is significant, save your receipts and you can be reimbursed as long as you have not reached the maximum allowed reimbursement for your travel. An occasional inexpensive expenditure in this category can be covered by your per diem for meals and incidental expenses, if it is less than the daily incidental expenses amount listed on the GSA website. (More about that later.)

I have my lodging reserved and confirmed, but I won't have a receipt until I return. Is that OK?

Yes, for now. Your confirmation will serve to provide you with the estimated cost of your lodging. Please note that CSU will pay only for the cost of your room and any associated taxes. Any other costs incurred will **not** be reimbursed. CSU will also **not** reimburse room upgrades. Upon your return, you will need to provide a "zero-balance" statement. This will be covered in the companion document to this one, and will deal with **"Post Travel Approval and Reimbursement."**

The conference requires me to pay a registration fee. I have that receipt. Should I send it now?

Yes. If it shows your name and the payment method, you can forward this receipt now. Be aware that you may need to provide additional documentation when you return that will link you to the account number used.

I don't think that I will spend all that much on meals. Should I save my receipts?

That depends. If your flight, lodging and registration fee equal \$595, you probably should not claim per diem expenses. If you save a lunch receipt for \$15.25, including tip, you could be reimbursed for \$5.00 of the cost of that lunch to bring you to the \$600 limit for being the only student presenter, traveling out of state. Normally, it is easier to claim the per diem, even if you do not receive the full per diem amount reimbursed.

I plan to travel on Greyhound and stay in a dorm room, which is provided as an economical option to student presenters. This conference also waived registration fees for student presenters. Should I claim the per diem?

Yes! You can certainly claim per diem until you reach the allotted amount for your travel. This estimated expense would be listed on the "Meals" line of the Pre-Travel Approval Form.

How do I calculate the per diem?

CSU allows reimbursement amounts that are determined by the U.S. Government. First you need to look up the M&IE Meals and Incidental Expenses dollar amount that is allowed for your destination location. Let's say you are presenting in Boston, MA.

Go to: <https://www.gsa.gov/travel/plan-book/> and select the Per Diem Rates option. From there you can search by state, city, or zip code. If you enter Massachusetts, Boston, you will need to scroll down to the M&IE information. The site also provides per diem amounts that include lodging. Use the Meals and Incidental Expenses information.

Here you learn that the per diem for a full day spent in Boston is \$71. You can also see the reimbursement amount for your first and last day of travel, \$53.25, which is 75% of the full per diem. There are also amounts listed for breakfast, lunch, dinner and incidental expenses.

If, for example, your registration fee includes participation in a last evening of the conference dinner, and the cost of that dinner is included with your registration fee, you would need to deduct the cost of dinner from your per diem reimbursement amount for that day. Using the Boston, MA example, an included dinner would require you to subtract \$31 from your per diem allotment for that day. If the conference you attended did not provide any meals, you will be asked to document that upon your return.

I have totaled up my estimated expenses and signed the form. Is there anything else I need to include to receive Pre-Travel Approval?

Yes! Be sure to include the emailed notification that lets you know that your paper(s) or poster(s) have been accepted for presentation. This must be included to process your pre-travel request. If your notification email does not include the name, dates and location of the conference, you must also include a printed page from the conference's website that will provide the current information listed above about the conference that you plan to attend.

What if I have questions about obtaining Pre-Travel Approval that are not answered here?

Contact the Administrative Coordinator of Doctoral Studies if you have additional questions.

PART II: Q's and A's for Post-Travel Approval for Reimbursement for Previously Approved Student Travel

You're back! I hope your conference participation was a great experience, the food was really good, and the transportation was on-time and worry-free. Get ready for part two of Q's and A's, this time for post-travel approval for your reimbursement.

I submitted everything you asked for before I left. So all I have to do is wait for the reimbursement check, right?

No! Even if you were able to provide ALL of the necessary documentation prior to your travel, there is at least ONE THING that all returning travelers need to do, and that is to SIGN the reimbursement form! Your signature needs to go on a pre-set form that will need to be completed BEFORE you sign it! So. Contact me when you return. I will let you know if you need to provide additional documentation. Once that is obtained, I will need time to prepare your form for signature, so I ask that you schedule time with me so that when we meet, all you will need to do is sign.

What type of additional documentation might be needed?

If you are requesting reimbursement for lodging, you need to provide a statement that shows your expenditures, the payment method, and a ZERO-BALANCE owed. This should be provided to you upon check out. Not everyone asks to have lodging reimbursed. But if everyone is traveling to a conference, you do need to provide additional documentation. I need a copy of the COVER of the conference's program AND a copy of each page that lists your presentation(s). Please highlight your name when it is listed. DO NOT email me the electronic copy of the program and expect me to find your presentation(s) among hundreds of others! Once again, if you are providing printed copies of necessary documentation, please print or photocopy the documents on ONE side of the paper. This allows me to scan everything more quickly, without needing to take the time to re-print double-sided documents so that they are single sided.

Anything else?

Yes. If your transportation was on an airplane, please save your boarding passes and deliver them to me, or copy them and scan them to me.

Do student travelers ever provide you with documentation that you do NOT need?

Actually, yes! If you are claiming per diem for meals and incidentals, you get the amount that is determined by the federal government, so I do not need ANY receipts for every cup of coffee, bottle of water, sandwich or salad! Also remember that while we can reimburse for room service for FOOD, tax and tip; alcoholic beverages can NOT be reimbursed! These expenses would be listed on the statement for your lodging, and you would need to pay out-of-pocket for any alcohol.

Important Reminders (AY 19-20 Comp Exam Schedule)

Comprehensive Examination Dates

Summer Semester, 2019

Application Deadline : Friday, July 26, 2019, 9AM - 1PM
Core Examination: Friday, August 16, 2019, 9AM - 1PM
Research Examination: Saturday, August 17, 2019, 9AM - 1PM

Fall Semester, 2019

Application Deadline:.....Friday, October 4, 2019
Specialization Examination Questions Available:.....Friday, October 25, 2019
(Requirements differ by track)
Deadline to Turn in Take-Home Exam:.....Tuesday, November 12, 2019 (or earlier)

Spring Semester 2020

Application Deadline : Friday, January 24, 2020
Core Examination: Friday, February 7, 2020, 9AM - 1PM
Research Examination: Saturday, February 8, 2020, 9AM - 1PM
Specialization Examination Questions Available:.....Friday, February 28, 2020
(Requirements differ by track)
Deadline to Turn in Take-Home Exam:.....Monday, March 16, 2020 (or earlier)

**Wanda Lash will be providing tutoring sessions to assist with the Comprehensive Research Exam. Contact Rita M. Grabowski for more details
r.grabowski@csuohio.edu (216-687-4697)

The Graduate Student Resource Center (GSRC), along with its partners, sponsors career and professional development workshops, community-building activities that enhance graduate student life, and a monthly newsletter with news and information specific to the interests of graduate students.

Office of
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