

**SPRINGFIELD COLLEGE**  
**DOCTOR OF PHILOSOPHY IN PHYSICAL EDUCATION (PH.D.)**

Springfield College has designed its doctoral program to impart knowledge, foster the search for knowledge, and develop students' wisdom in the use of that knowledge in service to people. The objectives of the doctoral program are in harmony with the Humanics philosophy of Springfield College, which emphasizes education of the whole person - spirit, mind and body - for leadership in service to others

Springfield College offers three specializations within the Doctor of Philosophy Degree Program:

- Exercise Physiology
- Sport and Exercise Psychology
- Teaching and Administration

This document describes the objectives, standards, and related policies and procedures for doctoral study at Springfield College.

# **SPRINGFIELD COLLEGE REQUIREMENTS AND PROCEDURES FOR THE DOCTOR OF PHILOSOPHY IN PHYSICAL EDUCATION (PH.D.)**

## **I. Objectives and Standards**

The major objectives of doctoral study at Springfield College are:

### **A Professional Preparation**

The curriculum provides a foundation through courses and other learning experiences for a successful candidate to obtain a high degree of preparation in a chosen field of specialization. This includes:

- 1 advanced knowledge and skills;
- 2 critical examination of the assumptions underlying the knowledge and techniques in the field;
- 3 re-evaluation of the techniques in light of increasing knowledge and in respect to the effect on humanity;
- 4 creative contribution to the advancement of physical education, including exercise physiology, and sport and exercise psychology;
- 5 understanding of the relation of physical education, exercise physiology, and sport and exercise psychology to other fields of knowledge;
- 6 awareness of ethical responsibility in the use of knowledge and skills for humane purposes.

### **B Research**

Through the doctoral program, students acquire new skills, an interest in the discovery of new knowledge, and the ability to carefully validate such knowledge. This portion of the program includes:

- 1 the history, development and critical examination of the various methods of logical thought and the application of these to the discovery of new knowledge;
- 2 understanding the scientific method including its assumptions and implications; learning new techniques of research: laboratory, clinical, statistical, and other;
- 3 developing an intellectual approach toward hypothesis making and hypothesis testing;
- 4 conducting a piece of original research under supervision.

### **C Humanics Orientation**

Springfield College is dedicated to the education of the whole person - spirit, mind and body. The focus of education at Springfield College is not only imparting knowledge and the search for knowledge, but also applying wisdom in the use of that knowledge in service to people. This implies:

- 1 wide gauged sophistication of the student and not merely a narrow specialization in any given field;
- 2 achievement of an optimum balance of knowledge, skill, attitude and purpose;

- 3 attainment of a personal integration of thought, feeling, and action in terms of a philosophy of life.

The desiderata stated above are not matters that can be fully measured by tests and examinations. There is an atmosphere in the whole of the doctoral program that emphasizes these values and stimulates the student to achieve a personal system of values.

One purpose of the doctoral preparation is to produce professional persons who add to their scholarly and scientific interests the goal to serve humankind.

### C Accepted Standards

The doctoral program at Springfield College is distinctive in some ways in accordance with the overall objectives of the College, and fully meets generally accepted standards for the highest professional attainment in graduate education in the United States.

The following sections of this document describe the specific requirements and procedures for the Ph.D., with specializations in exercise physiology, sport and exercise psychology, and teaching and administration. The doctoral degree is awarded by the College, but the College must look to the faculty of the student's field of specialization for high-level preparation in that field. Through the Graduate Council, the College mobilizes pertinent resources to support the highest degree within the power of Springfield College to award.

## II. Admission to Doctoral Study

Persons who wish to study toward the Ph.D. at Springfield College must submit a formal application at least six weeks prior to the beginning of the term in which they wish to enroll. The requirements for admission are:

- A a bachelor's degree with satisfactory record from an accredited college or university;
- B an undergraduate major in physical education equivalent to that offered at Springfield College. If this preparation is incomplete, it must be made up by study in addition to doctoral requirements.
- C a superior record at the master's level, or in the first 30 semester hours of graduate study as determined by the Associate Vice President for Graduate Education and Research (AVP), \* in his/her sole discretion. In some cases, the College admits particularly well-qualified persons to doctoral study following the completion of their bachelor's program.
- D Graduate Record Examinations taken within five years of the date of application. The College uses GRE results as supplemental information in the admissions process and, subsequently, the information may be used by the Advisory Committee.

- E evidence of personal and professional qualities that give promise of outstanding educational and social leadership.
- F a personal interview, usually prior to registration, with the Associate Vice President for Graduate Education and Research (AVP)\*, Dean of the School of Health, Physical Education and Recreation and at least one representative from the faculty of the School of Health, Physical Education, and Recreation.

The College permits a student meeting these standards to undertake doctoral study. At this point the student has declared his or her intention of working toward the doctor's degree, but is not a candidate for the degree until passing the qualifying examinations. (See Section IX)

Members of the Springfield College faculty with the academic rank of instructor or above are not permitted to matriculate for study or to receive the Ph.D. at Springfield College.

At the beginning of a student's study toward the doctoral degree, the AVP provides the student with a copy of the "Requirements and Procedures for the Doctor of Philosophy Degree." It is the student's responsibility to become thoroughly familiar with, and adhere to, these requirements and procedures and the College's rules, regulations and policies contained in this publication, as well as the "Graduate Catalog" and the "Springfield College Student Handbook."

**\* In this document, the title, Associate Vice President for Graduate Education and Research (AVP) means the Associate Vice President for Graduate Education and Research or his/her designee.**

### **III. Doctoral Advisement**

- A An Advisory Committee of at least three members of the faculty, normally with two from the student's major field of study and one from the faculty at large, guides each doctoral student.
- B The AVP appoints this Advisory Committee during the student's first term in the doctoral program, or before the student completes nine semester hours of work.
- C The student and each member of the Advisory Committee receive notice of the Advisory Committee appointment, and a copy is included in the student's folder.
- D The chairperson calls a meeting of the Advisory Committee and the student to discuss the student's training and experience, particularly strengths, weaknesses and vocational objectives.
- E On the basis of this discussion (D above), upon the evaluation of the student's full credentials, and in the light of the general doctoral requirements indicated in this document, the chair of the Advisory Committee, on behalf of the committee, prepares a statement covering the specific requirements of the student's doctoral program. The chair of the

Advisory Committee submits a copy of this statement to the AVP for approval. After the AVP approves the statement, the chair of the Advisory Committee gives a copy to the student. This process should be completed prior to the student's registration for the second term of full-time study.

- F The Advisory Committee provides guidance to the student throughout the doctoral program. The Advisory Committee encourages students entering the program with less than two years of previous full-time professional experience in physical education or a related field to obtain teaching experience before receiving their degrees. Students without such previous employment are encouraged to be involved in teaching, coaching, research and other related practical experiences.
- G Following the appointment of a Dissertation Committee (see Section XI), the AVP discharges the original Advisory Committee. The Dissertation Committee, then, becomes the Advisory Committee, assisting the student in selecting courses and in the conduct of the dissertation.
- H The Advisory Committee meets each semester and may make modifications to the student's program or recommend separation when its members believe that reasonable cause exists. The chair of the Advisory Committee informs, in writing, both the AVP and the student of the outcomes and/or modifications that it determines in each meeting. Copies of these communications are placed in the student's permanent file.
- I When the student satisfies all course requirements, the chair of the Advisory Committee notifies the AVP in writing and submits a resume showing the manner in which the student satisfied each of the categories.

#### **IV. Residence Requirements**

The minimum requirement for the Ph.D. with specializations in Teaching and Administration and Sport and Exercise Psychology is 90 semester hours of graduate academic credit. The minimum requirement for the Specialization in Exercise Physiology is 95 semester hours of graduate credit.

The student must spend at least one academic year in full-time graduate study in residence at Springfield College after admission to doctoral study. Residence for the master's degree at Springfield College or elsewhere does not meet this requirement.

The College may count academic credit that has been accepted for the master's degree in partial fulfillment of the requirements for the doctorate, provided that it fits into the student's program and falls within the acceptable time limit for doctoral credit. (See Section X)

The College does not accept credit for correspondence courses toward the Ph.D., but may accept extension course credit subject to special review.

## V. Transfer of Credit

Students with a Springfield College bachelor's degree must complete at least 45 semester hours of Springfield College graduate work. Those with bachelor's degrees from other institutions must complete at least 60 semester hours of Springfield College graduate work. To satisfy remaining course work requirements for the Ph.D., students may transfer credit for graduate courses with grades of "B" or better from accredited institutions provided that the work:

- A fits into the student's doctoral program as determined by the AVP in his/her sole discretion,
- B falls within the acceptable time limit for doctoral credit. (See Section X)

Doctoral students who have received both the bachelor's and master's degrees from Springfield College must submit a minimum of 30 semester hours of approved graduate work from one or more other institutions. The regulations pertaining to transfer of credit apply in this situation.

## VI. Program of Study - Exercise Physiology

In harmony with its stated objectives (Section I), the Doctoral Program in Physical Education with a Specialization in Exercise Physiology consists of courses and learning experiences in the following areas of concentration:

### A Exercise Physiology and Related Coursework

This is the student's field of professional preparation. A program of studies provided by the Physical Education and Health Education, and Exercise Science and Sport Studies faculty helps the student to attain a thorough preparation of high quality. In addition to the Doctoral Seminar in Physical Education, Seminar in Teaching in Higher Education and Instructional Effectiveness in Higher Education, which are required of all doctoral students, students select courses in specified areas in consultation with the Advisory Committee.

### B Research

Theory and practice in research include problems of logical and critical thinking, the scientific method, and techniques of research, as well as original research, the doctoral dissertation conducted under faculty supervision. Where students complete master's theses or other research projects, these are credited within the Research area.

### C General Education

Consistent with the Humanics philosophy, the educational program at Springfield College, both undergraduate and graduate, prepares students not only in their field of professional specialization, but also with liberal education, and in personal growth and awareness of the surrounding social scene. Consequently, the doctoral program includes a series of non-professional courses as an integral part of the program to help the student develop as a

sensitive and growing person, as a sophisticated citizen, and as an educator with wide interests and goals. There are two categories for this course work:

- 1 A minimum of six semester hours of exclusively graduate (600 level) general education courses are designated specifically in the College offerings as "Core Courses."
- 2 Additional courses are intended to broaden the student's preparation outside the areas of professional specialization. A student may select these courses from core courses or other courses not so designated but perceived by the Advisory Committee as adequately meeting these objectives. Upon the recommendation of the Advisory Committee and approval of the AVP in his/her sole discretion, the College incorporates such credit under the rubric of General Education.

D Dissertation Area

Where the student identifies the general nature of the intended dissertation sufficiently early in his or her program, the Advisory Committee recommends course work and other registrations to enhance the student's qualifications to conduct the dissertation.

E Electives

Electives, which the student selects in consultation with the Advisory Committee, provide effective support for the total doctoral program.

F Course Requirements

The specific course requirements fall into four categories in addition to selected prerequisites. The Doctoral Advisory Committee individually prescribes prerequisites, which are approved by the AVP, in accordance with the student's educational experience, vocational training, needs, and interests.

- 1 The College requires that students who do not have a background in physical education attain a minimum level of academic preparation in physical education through the following coursework:

<u>COURSE</u>	<u>MINIMUM SEMESTER HOURS</u>
BIOL 130/132: Mammalian Anatomy and Physiology I	4
BIOL 131/133: Mammalian Anatomy and Physiology II	4
CHEM 121/123: General Chemistry	4
CHEM 101/102: Organic Chemistry	4
CHEM 331/333: Biochemistry	4
PHYS 205: Physics	4
MOST 313: Physiology of Exercise	3
MOST 319: Kinesiology	3
STATISTICS	3
SKILL COURSES	4

2 Specific course requirements in Exercise Physiology:

<u>COURSE</u>	<u>MINIMUM SEMESTER HOURS</u>
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a	Exercise Physiology	Total	21
	MSCI 602: Exercise Biochemistry		3
	MSCI 603: Cardiovascular Physiology and Exercise		3
	MCSI 604: Neuromuscular Physiology and Exercise		3
	MSCI 606: Environmental Physiology		3
	MSCI 607: Pulmonary Physiology and Exercise		3
	MSCI 672: Medical Physiology		3
	MSCI 675: Graded Exercise Testing and Electrocardiograph		3
b	Related Coursework	Total	30
	BIOL 611/612: Human Histology and Lab		4
	BIOL 620/621: Cellular Physiology		4
	PTMS 608/609: Gross Anatomy		3/3
	PHED 620: Philosophy of Sport		3
	PHED 658: Sport in American Culture		3
	PHED 678: Sport and Exercise Psychology		3
	PHED 710: Doctoral Seminar		2
	PHED 705: Instructional Effectiveness in Higher Education		3
	PHED 718: Seminar in Teaching in Higher Education		2
c	Research	Total	29
	RSCH 610: Foundations and Methods of Research		3
	RSCH 620: Educational and Psychological Statistics I		3
	RSCH 720: Foundations of Advanced Statistics		1
	RSCH 730: Advanced Experimental Design		2
	Research Competency		4*
	RSCH 712: Proposal Design		2**
	RSCH 735: Dissertation		14
	* This refers to a master's thesis or individual research project. The Advisory Committee, at its discretion, approves work already completed in this area.		
	** Registration depends on the time when a student selects a topic.		
3	General Education	Total	6

A student must select minimum of 6 semester hours exclusively from graduate level general education courses. A list of courses is available in the Graduate Office.

4 Electives

Total 6 – 10

The actual number of semester hours is likely to be more than the minimum previously stated. Flexibility is encouraged in order to provide for the special and unique needs of each individual student as determined by the Doctoral Advisory Committee and approved by the AVP. The requirements in each case will be determined, not only on the extent of graduate credit accumulated, but also in view of an optimum preparation for the student's intended field of service. The entire doctoral program, including the areas of specialization, will be oriented toward the development of the student in reciprocal relationship to the community from local to international levels.

## **VII. Program of Study - Sport and Exercise Psychology**

In harmony with its stated objectives (Section I), the Doctoral Program in Physical Education with a Specialization in Sport and Exercise Psychology consists of courses and learning experiences in the following areas of concentration:

### **A Sport and Exercise Psychology and Related Coursework**

This is the student's field of professional preparation. A program of studies provided by the Physical Education and Health Education, and Exercise Science and Sport Studies faculty helps the student to attain a thorough preparation of high quality. In addition to the Doctoral Seminar in Physical Education, Seminar in Teaching in Higher Education, and Instructional Effectiveness in Higher Education, which are required of all doctoral students, students select courses in specified areas in consultation with the Advisory Committee.

### **B Research**

Theory and practice in research include problems of logical and critical thinking, the scientific method, and techniques of research, as well as original research, the doctoral dissertation conducted under faculty supervision. Where students complete master's theses or other research projects, these are credited within the Research area.

### **C General Education**

Consistent with the Humanities philosophy, the educational program at Springfield College, both undergraduate and graduate, prepares students not only in their field of professional specialization, but also with liberal education, and in personal growth and awareness of the surrounding social scene. Consequently, the doctoral program includes a series of non-professional courses as an integral part of the program to help the student develop as a sensitive and growing person, as a sophisticated citizen, and as an educator with wide interests and goals. There are two categories for this course work:

- 1 A minimum of six semester hours of exclusively graduate (600 level) general education courses are designated specifically in the College offerings as "Core Courses."
- 2 Additional courses are intended to broaden the student's preparation outside the areas of professional specialization. A student may select these courses from core courses or other courses not so designated but perceived by the Advisory Committee as adequately meeting these objectives. Upon the recommendation of the Advisory Committee and approval of the AVP in his/her sole discretion, the College incorporates such credit under the rubric of General Education.

D Dissertation Area

1. Where the student identifies the general nature of the intended dissertation sufficiently early in his or her program, the Advisory Committee recommends course work and other registrations to enhance the student's qualifications to conduct the dissertation.

E Electives

Electives, which the student selects in consultation with the Advisory Committee, provide effective support for the total doctoral program.

F Course Requirements

The specific course requirements fall into four categories in addition to selected prerequisites. The Doctoral Advisory Committee individually prescribes prerequisites, which are approved by the AVP, in accordance with the student's educational experience, vocational training, needs, and interests.

- 1 The College requires that students who do not have a background in physical education attain a minimum level of academic preparation in physical education through the following coursework:

<u>COURSE</u>	<u>MINIMUM SEMESTER HOURS</u>
BIOL130/132: Mammalian Anatomy and Physiology I	4
BIOL 131/133: Mammalian Anatomy and Physiology II	4
MOST 313: Physiology of Exercise	3
MOST 319: Kinesiology	3
STATISTICS	3
SKILL COURSES	4

- 2 Specific course requirements

COURSE	MINIMUM SEMESTER HOURS
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a Sport Psychology	Total 12-20 S.H.
PHED 678: Sport and Exercise Psychology	3
PHED 679: Applied Sport and Exercise Psychology	3
PHED 682: Seminar in Sport Psychometrics	2
*PHED 688: Special Topics I: Sport Psychology	1-3
*PHED 688: Special Topics II: Sport Psychology	1-3
*PHED 688: Special Topics III: Sport Psychology	1-3
*PHED 688: Special Topics IV: Sport Psychology	1-3

*\*Under the advisement of the Doctoral Advisory Committee, students must register for a Special Topics course (PHED 688: Special Topics in Sport Psychology) each semester that such a course is offered during the student's full time study at Springfield College.*

b Related Coursework	Total 34 S.H.
PHED 624: Motor Learning & Control	3
MSCI 601: Advanced Exercise Physiology	3
PHED 620: Philosophy of Sport	3 or
MOST 629: Heritage and Values of Movement and Sport	3
PHED 635: Motor Development and Analysis	3
PHED 658: Sport in American Culture	3
AEXS 677: Stress Management,	3
PSYC 631: Psychopathology	3
PSYC 654: Issues & Techniques in Athletic Counseling	3
PHED 687: Internship in Sport and Exercise Psychology: Performance Enhancement	3
PHED 710: Doctoral Seminar	2
PHED 705: Instructional Effectiveness in Higher Education	3
PHED 718: Seminar in Teaching in Higher Education	2

c Research	Total 34
RSCH 610: Foundations and Methods of Research	3
RSCH 615: Qualitative Research Methodology	3
RSCH 620: Educational and Psychological Statistics I	3
RSCH 720: Foundations of Advanced Statistics	1
RSCH 730: Advanced Experimental Design	2
RSCH 740: Introduction to Structural Equation Modeling	2
Research Competency	4*
RSCH 712: Proposal Design	2**
RSCH 735: Dissertation	14

\* This refers to a master's thesis or individual research project. The Advisory Committee, at its discretion, approves work that a student has already completed in this area.

\*\* A student registers for these credits after selecting a research topic.

3 General Education 6 S.H.

A student must select minimum of 6 semester hours exclusively from graduate level general education courses. A list of courses is available in the Graduate Office.

4 Electives 6-10 S.H.

The actual number of semester hours is likely to be more than the minimum previously stated. Flexibility is encouraged in order to provide for the special and unique needs of each individual student as determined by the Doctoral Advisory Committee and approved by the AVP. The requirements in each case will be determined, not only on the extent of graduate credit accumulated, but also in view of an optimum preparation for the student's intended field of service. The entire doctoral program, including the areas of specialization, will be oriented toward the development of the student in reciprocal relationship to the community from local to international levels.

## **VIII Program of Study - Teaching and Administration**

In harmony with its stated objectives (Section I), the Doctoral Program in Physical Education with a Specialization in Teaching and Administration consists of courses and learning experiences in the following areas of concentration:

### **A Physical Education**

This is the student's area of professional specialization. A program of studies, provided by the Physical Education and Health Education, and Exercise Science and Sport Studies faculty, helps the student to attain a thorough preparation of high quality. In addition to the Doctoral Seminar in Physical Education, Seminar in Teaching in Higher Education, and Instructional Effectiveness in Higher Education, which are required of all doctoral students, students select courses in specified areas in consultation with the Advisory Committee.

### **B Research**

Theory and practice in research include problems of logical and critical thinking, the scientific method, techniques of research, as well as original research, the doctoral dissertation conducted under faculty supervision. Where students complete master's theses or other research projects, these are credited within the Research area.

### C General Education

Consistent with the Humanics philosophy, the educational program at Springfield College, both undergraduate and graduate, thoroughly prepares students not only for their field of professional specialization, but also with liberal education, and in personal growth and awareness of the surrounding social scene. Consequently, the doctoral program includes a series of non-professional courses, as an integral part of the program, to help the student broadly develop as a sensitive and growing person, as a sophisticated citizen, and as an educator with wide interests and goals. There are two categories for this course work:

1. A minimum of six semester hours of exclusively graduate (600 level) general education courses are designated specifically in the College offerings as "Core Courses."
2. Additional courses are intended to broaden the student's preparation outside the areas of professional specialization. A student may select these courses from core courses or other courses not so designated but perceived by the Advisory Committee as adequately meeting these objectives. Upon the recommendation of the Advisory Committee and approval of the AVP in his/her sole discretion, the College incorporates such credit under the rubric of General Education.

### D Dissertation Area

Where the student identifies the general nature of the intended dissertation sufficiently early in his or her program, the Advisory Committee recommends course work and other registrations to enhance the student's qualifications to conduct the dissertation.

### E Electives

Electives, which the student selects in consultation with the Advisory Committee, provide effective support for the total doctoral program.

### F Course Requirements

The specific course requirements fall into five categories in addition to selected prerequisites. The Doctoral Advisory Committee individually prescribes prerequisites, which are approved by the AVP, in accordance with the student's educational experience, vocational training, needs, and interests.

- 1 The College requires that students who do not have a background in physical education attain a minimum level of academic preparation in physical education through the following coursework:

<u>COURSE</u>	<u>MINIMUM SEMESTER HOURS</u>
BIOL 130/132: Mammalian Anatomy and Physiology I	4
BIOL 131/133: Mammalian Anatomy and Physiology II	4
MOST 313: Physiology of Exercise	3

MOST 319: Kinesiology	3
PHED 510: Elementary and Secondary Physical Education Teaching Methods	3
STATISTICS	3
SKILL COURSES	4

2 Specific course requirements

COURSE MINIMUM SEMESTER HOURS

a Physical Education	Total 27
i) Teaching and Administration	Total 10-12
Students must select a minimum of two courses from the list below:	
PHED 629: Curriculum Construction	3
PHED 731: Professional Preparation	2
PHED 632: Analysis of Teacher Behavior	3
PHED 660: Advanced Instructional Strategies	3
Students must select a minimum of two courses from the list below:	
HPER 627: Facility Design, Operations, and Maintenance	3
PHED 633: Athletic Administration	3
HPER 679: Personnel and Human Resource Management	3
HPER 678: Budgeting for Sport and Recreation	3
HPER 675: Legal Issues in Sport and Recreation	3
ii) Applied Sciences	Total 9
Students must select a minimum of three courses from the list below:	
MSCI 642: Qualitative Biomechanics	3
MOST 624: Motor Learning and Control	3
PHED 635: Motor Development and Analysis	3
MSCI 651: Quantitative Biomechanics	3
MSCI 601: Advanced Exercise Physiology	3
PHED 678: Sport and Exercise Psychology	3
iii) Cognate Studies	Total 5-6
Students must select a minimum of two courses from the list below:	
PHED 620: Philosophy of Sport	3 <i>or</i>
MOST 629: Heritage and Values of Movement and Sport	3
PHED 658: Sport in American Culture	3
iv) Additional Requirements	Total 7
PHED 710: Doctoral Seminar	2
PHED 705: Instructional Effectiveness in Higher Education	3
PHED 718: Seminar in Teaching in Higher Education	

b Research Total 32

RSCH 610: Foundations and Methods of Research	3
RSCH 615: Qualitative Research Methodology	3
RSCH 620: Educational and Psychological Statistics I	3
RSCH 720: Foundations of Advanced Statistics	1
RSCH 730: Advanced Experimental Design	2
Research Competency	4 *
RSCH 712: Proposal Design	2**
RSCH 735: Dissertation	14

\* This refers to a master's thesis or individual research project. The Advisory Committee, at its discretion, approves work already completed in this area.

\*\* Registration for these credits depends upon the time when a student selects a topic.

c Dissertation Area 9 S.H.

Where the student identifies the general nature of the intended dissertation sufficiently early in his or her program, the Advisory Committee recommends course work and other registrations to enhance the student's qualifications to conduct the dissertation.

d General Education 6 S.H.

A student must select minimum of 6 semester hours exclusively from graduate level general education courses. A list of courses is available in the Graduate Office.

e Electives 6-10 S.H.

The actual number of semester hours is likely to be more than the minimum previously stated. Flexibility is encouraged in order to provide for the special and unique needs of each individual student as determined by the Doctoral Advisory Committee and approved by the AVP. The requirements in each case will be determined, not only on the extent of graduate credit accumulated, but also in view of an optimum preparation for the student's intended field of service. The entire doctoral program, including the areas of specialization, will be oriented toward the development of the student in reciprocal relationship to the community from local to international levels.

## **IX Candidacy**

- A A student becomes a candidate for the doctoral degree after successfully passing the doctoral qualifying examination.
  
- B To be admitted to the qualifying examination, the student must:
  - 1 have completed a minimum of 45 semester hours of graduate credit, with at least two terms or 18 semester hours at Springfield College, and be in good academic standing, and
  
  - 2 be recommended by the Chairperson of the Doctoral Advisory Committee as ready for the examination.
  
- C The doctoral qualifying examination consists of:
  - 1 Written examinations in two or three areas of specialization (exercise physiology, sport and exercise psychology, and teaching and administration), each of five hours duration, as follows:
    - a research, which tests the student's understanding of, and competence in, different research methods, interpretation of research data, and critical analysis of research studies. The College administers the research and related coursework portions of the examinations in June. If a student fails the research portion of the qualifying examination, he or she may take a second and final examination. The College will remove from the doctoral program any student who fails the second examination
  
    - b exercise physiology, sport and exercise psychology, or teaching and administration, which examine the student's understanding of, and competence in, these areas and their application in the professional field. The College conducts the Exercise Physiology Examination in August, the Sport and Exercise Psychology Examination in August or December, and the Teaching and Administration Examination in June. If a student fails the Exercise Physiology Examination, or the Sport and Exercise Psychology Examination, or the Teaching and Administration Examination, he or she may take a second and final examination. The College will remove from the doctoral program any student who fails the second examination.
  
    - c related coursework, which examines the student's scholarly knowledge and grasp of the responsibilities for social usefulness and leadership in the professional field. The College administers the Related Coursework Examination in June as part of the Exercise Physiology Examination and Sport and Exercise Psychology Examination.
  
  - 2 In these written examinations, the faculty also considers the student's facility, clarity and correctness in English usage.

- 3 If the student passes the Related Coursework Examination or the Teaching and Administration Examination and the Research Examination, a committee composed of the three members of the Advisory Committee plus at least two others appointed by the AVP conducts an oral examination. The AVP chairs this two-hour examination, which covers:
  - a elaboration on items covered within the written Physical Education Examination and Related Course Work Examination, as well as the student's understanding of broad social issues and their interrelationship with his or her profession;
  - b competence in organized thinking and oral expression.
- 4 In grading these examinations, the College uses a rating system in which A+ equals 9, A equals 8, A- equals 7, and so on down to D, which equals 0.
- 5 The student must satisfy the following minimum requirements:
  - a 4.75 in the Exercise Physiology Examination or Sport and Exercise Psychology Examination
  - b 4.75 in the Related Coursework Examination or Teaching and Administration
  - c 4.25 in Research and on the oral examination
  - d composite average of 4.50 for the parts of the qualifying examinations.
- 6 If a student fails one or more parts of the qualifying examinations and is, therefore, not admitted to candidacy, the Advisory Committee, in its sole discretion, recommends that the student be removed from the program or suggests a program of study to strengthen weak points. The Advisory Committee, with approval of the AVP in his/her sole discretion, may grant the student a second and final opportunity to take the portions of the qualifying examination that he or she has previously failed at a subsequent administration of the qualifying examinations.
- 7 The student must retake these examinations within one calendar year and, generally, no earlier than six months following the initial attempt. If the student retakes the examination more than one year after the initial examination, the examination will include the portions that the student previously passed, as well as those which were failed.
- 8 The Doctoral Advisory Committee recommends to the AVP an appropriate time for the administration of the Sport and Exercise Psychology or the Exercise Physiology portion of the Qualifying Examination, either in August or December, pending the student's completion of a significant portion of the coursework specific to sport and exercise psychology or exercise physiology. The protocols for the examinations are:

a Sport and Exercise Psychology

- i Students petitioning to take the Sport and Exercise Psychology Examination must have taken all Special Topics in Sport Psychology offered while in the Doctoral Program in Sport Psychology
- ii The College may offer the examinations during the second week of December or the first week of August.
- iii Students intending to take the exam must petition the AVP in writing one month prior to the time of the exam, with a copy to the faculty member responsible for the Sport and Exercise Psychology Program, for permission to take the exam.
- iv The examination format is essay.
- v The content of the questions may include, but may not be limited to, information from the following areas:
  - Special Topics in Sport Psychology Seminars
  - Sport and Exercise Psychology
  - Applied Sport and Exercise Psychology
  - Sport Psychometrics
  - Structural Equation Modeling
- vi Two faculty members with knowledge of, and background in, sport and exercise psychology grade the examination. The final grade is the average of the two independent grades.
- vii If there is significant disparity in the grading, an expert in sport psychology will further evaluate the student's answers.

b Exercise Physiology

- i The College offers this examination during the second week in August.
- ii Students must petition in writing the chair of the Doctoral Advisory Committee and the AVP no later than a month prior to the examination date for permission to take the examination.
- iii The examination format is essay.
- iv The content of the questions includes, but may not be limited to, information from the following areas:

- Exercise Biochemistry
  - Cardiovascular Physiology and Exercise
  - The examination includes questions from two additional areas, which are determined by the Doctoral Advisory Committee and the student.
- vi The student takes two written sections on Tuesday and two written sections on Thursday. Each section lasts two hours for a total of eight hours.
- vii A minimum of the two professors who wrote the examination and have the expertise to evaluate the student's answers, evaluate the examinations. If there is significant disparity in the grading, a third reader, who is also an expert in exercise physiology, reviews the student's answers.
- viii If the student performs satisfactorily on the written portion of the examination, the student is permitted to participate in the oral portion of the Exercise Physiology Examination. The oral examination is structured around clarification and follow-up to the responses to the written portion of the examination. The examiners are the two professors who wrote and evaluated the written examination, and other interested faculty.
- 9 Upon passing the qualifying examinations, a student becomes a matriculated candidate for the doctor's degree and the AVP reports the candidacy to the Graduate Council. At this point, the student's Advisory Committee makes a final re-evaluation of the candidate's records and plans the further program with a view to strengthen the candidate's overall professional preparation as a doctoral candidate. Also, at this point, the candidate may be authorized to begin formal work on the dissertation.

## **X Time Limits**

In view of the present rate of obsolescence of knowledge and the general desirability of completing the requirements for the doctorate within a definite period of time, the following time limitations apply.

- A The student must complete graduate academic credit to be counted toward the requirements for the doctor's degree, whether in transfer or completed in residence, within 10 years prior to the date of candidacy for the doctor's degree. The College may recognize credit for work completed beyond the 10-year limit, but only upon recommendation of the student's Advisory Committee and when approved by the AVP in his/her sole discretion.
- B The student must complete all requirements for the doctorate, including the dissertation, within five years after passing the qualifying examinations and being matriculated as a candidate for the doctor's degree. If the student fails to complete the requirements within this time limit, he or she must repeat the qualifying examinations in order to reestablish candidacy in accordance with Section IX. If it is necessary for the student to requalify, the

AVP in his/her sole discretion, reviews the student's previously completed coursework and prescribes additional course work, which may include previously completed coursework. The AVP, in his/her sole discretion, reevaluates previously completed coursework for its acceptability within the program. Following re-qualification, a maximum of three years of additional candidacy is prescribed. A student who does not complete all requirements by the end of this three-year period is subject to dismissal from the doctoral program at the sole discretion of the AVP.

## **XI Dissertation**

The dissertation demonstrates the student's competence in the conduct and reporting of independent research. The problem selected should grow out of the student's personal and professional interests. The dissertation may be an original contribution to knowledge or an original application of existing knowledge to the solution of a practical problem in the field. The steps involved in the dissertation procedure are:

- A The student originates the topic, prepares a tentative proposal and discusses it with the members of the Advisory Committee. The dissertation must reflect the specialization area of the student's degree. If a student chooses to write an interdisciplinary dissertation, the student must take coursework central to each discipline and do so under the direction of the Doctoral Advisory Committee with approval of the AVP.
- B After approval of the proposal as having promise for a dissertation, the chair of the Advisory Committee sends written notification to the AVP that the student is ready to work with the Dissertation Committee.
- C The AVP appoints the Dissertation Committee in consultation with the chair of the Advisory Committee and the student. Some or all of the members of the Advisory Committee may, but do not necessarily, serve on the Dissertation Committee. The AVP considers the nature of the research and design in determining the membership of the Dissertation Committee.
- D Following consultation with the chair of the Dissertation Committee, the AVP schedules the Dissertation Colloquium.
- E The AVP sends written notification of the dissertation topic and the composition of the Dissertation Committee to all concerned parties.
- F The members of the Dissertation Committee and the chair of the original Advisory Committee attend the colloquium, which is chaired by the AVP.
- G Following the colloquium, the candidate revises the proposal and resubmits it to the chair of the Dissertation Committee for committee approval.

- H Following this, the chair notifies the AVP in writing of the approved proposal. The AVP may approve the proposal or may return it for reconsideration. In the second instance, the AVP indicates reasons for recommending that the topic and the proposal be reconsidered.
- I After the colloquium, it is the candidate's responsibility to seek Institutional Review Board approval and to proceed with the work on the dissertation and to seek advice and assistance from the members of the Dissertation Committee. At the discretion of the chair, the Dissertation Committee may meet with or without the candidate present as many times as it deems desirable.
- J The chair of the Dissertation Committee has general responsibility for the supervision of the dissertation. The College requires that dissertations be written in acceptable English. The chair of the Dissertation Committee has the authority to require that the candidate, at personal expense, have the dissertation read by the English Department before final acceptance. The candidate must then return the dissertation to the Dissertation Committee for approval prior to presenting it in final form.
- K When the Dissertation Committee decides that the candidate's work on the dissertation is completed to its satisfaction, the chair requests the AVP in writing to appoint an Examining Committee.
- L The AVP appoints the Examining Committee, which normally includes the members of the Dissertation Committee and others that the committee deems desirable. The function of this committee is to hold an oral examination primarily on the dissertation prepared by the candidate and also on his or her general preparation for the degree. The candidate must submit the typed dissertation in final form to the Graduate Office at least one week prior to the oral examination for review by members of the Examining Committee. Also at least one week prior to the oral examination, the student must submit to the Graduate Office detailed abstracts of the dissertation, approved by the Dissertation Committee chair, for review of persons other than members of the Examining Committee.
- M The AVP announces the oral examination to the faculty. Other persons who are interested are welcome to attend. Only the members of the Examining Committee vote on the candidate's passing or failing the examination.
- N The members of the Examining Committee vote in accordance with the rating scale on page 17 to decide whether the candidate passes or fails. The minimum passing average is 4.50.
- O For a student who fails this examination, the Dissertation Committee with the approval of the AVP, in his/her sole discretion, may grant a second and final oral examination after an interval of no less than one academic term and no more than one calendar year.
- P If the candidate is recommended for the Ph.D. following the oral examination, he or she must make any changes prescribed by the Dissertation Committee to the final copies of the dissertation prior to receiving the degree.

## **XII Publication**

Upon passing the oral examination, the student makes the necessary arrangement with the AVP for publication of the dissertation at his or her personal expense. There are two possible methods of publication.

- A The candidate may publish the dissertation completely in book form or in a professionally reputable journal. In this case, the candidate must deposit two printed copies and one electronic copy in the College library.
- B The candidate may reproduce the dissertation in microform. In this case, the candidate must deposit three sets of the microform in the College Library.

**This document has been prepared for the benefit of students, faculty, administrators of the College, and others wishing to know more about the doctoral program. The information contained herein is accurate as of the date of publication (February 2005). Springfield College reserves the right, without notice, to make any changes in policies, procedures, and/or regulations; changes in rates and fees, deadlines, course offerings, descriptions, grading, and/or graduation requirements.**