

Environmental Health Sciences

Ph.D. Program

Ph.D. students normally take courses during their first year or two in preparation for the Qualifying Examination. In the first year, depending on nature of their masters program, doctoral students will work closely with their academic advisors to ensure they have mastered the material discussed in the EHS core courses. Courses taken are chosen in consultation with the student's academic advisor, and students should have an early discussion of this issue with their advisors. Students must develop expertise in their major (Environmental Health Sciences) as well as two minor fields, such as biostatistics, epidemiology, environmental law, policy, and molecular cell biology. One of the student's minor fields must be outside of EHS. Students should consider several minor areas, and discuss them with their advisor. The minor fields should be applicable to the student's dissertation topic. Classroom efforts will be devoted to increasing the student's knowledge base in environmental health, as well as increasing their depth of understanding in their two minor fields. Elective courses taken by doctoral students will be advanced courses in their major fields and those necessary to develop two minor fields.

Doctoral students are expected to carry at least 3 units of directed research in each of the first two semesters and increased units in subsequent semesters. Part of this research effort will be devoted to the development of two minor fields as well as a dissertation prospectus in preparation for the qualifying exam. Students are encouraged to take courses outside the school of Public Health to enhance their understanding of other disciplines that may be important to their research areas.

Unless on approved withdrawal status, students should register for a full course load of 12 units every semester and pay all applicable fees and tuition. Students who have completed the necessary coursework should enroll in 12 units of independent research—PH 299. Doctoral students must complete a minimum of four semesters of academic residence at Berkeley.

Sample first year curriculum for the Ph.D. students:

Fall:

PH 293 EHS Ph.D. Seminar 1 unit (**S/U only**)

PH 299 Independent Research 3 units

Electives/EHS core courses 8 units

Spring:

PH 293 EHS Ph.D. Seminar 1 unit (**S/U only**)

PH 299 Independent Research 3 units

Electives/EHS core courses 8 units

Exams:

To complete the requirements for the doctoral degree in Environmental Health Sciences there are three formal events along the way, the Graduate Group Examination, the Qualifying Examination, and the formal approval and acceptance of the dissertation. The Graduate Group Examination is the first to be completed and the approval of the dissertation the last. The EHS Graduate Group Preliminary Exam normally takes place after 3-4 semesters of course work and requires writing a NIH-style proposal for research of interest to the student; it is followed by an oral portion that may cover general knowledge in the environmental health field as well as details related to the submitted proposal. The Qualifying Exam is generally taken a few months later and includes a faculty member from outside the division. There is a faculty committee associated with each event, which the student, the faculty advisor, the EHS Graduate Advisor, and the Graduate Division of the University all may have a hand in formulating and approving. In general, the student's principal advisor is not allowed to participate in either exam committee. (For details please refer to the EHS Ph.D. Guidelines Handbook)

After the Qualifying Examination has been taken, a formal report on the results, signed by all committee members, must be sent to the Graduate Division. Forms for this purpose are available from the SPH Student Services office in 417 University Hall. The EHS Program Coordinator will retain a copy of the report for EHS files and will forward the report to the School and Graduate Division. When the student has satisfied all requirements and passed the qualifying examination, the student must complete an application for **Advancement to Candidacy** form (forms are available in 417 University Hall). The student must return the completed application, with the appropriate signatures, to the Student Services Office in 417 University Hall. The application must also be accompanied by a check for the candidacy fee (currently \$65.00) made payable to the Regents of the University of California. Please provide the Program Coordinator with a copy of your completed advancement to candidacy application. The Graduate Division computes time in candidacy from the semester following the one in which the student passed the Qualifying Examination. Students who have been advanced to candidacy are eligible to apply for **the doctoral student support award** for research administered by the School of Public Health (contact a Student Services Officer in the School of Public Health, 417 University Hall, for more information).

The Graduate Council requires all doctoral students advanced to candidacy to meet annually with at least two members of their dissertation committees. This **Annual Review of Doctoral Candidates** is part of the Graduate Council's efforts to improve the doctoral completion rate and to shorten the time it takes to obtain a doctorate. The Program Assistant will distribute the form to be used for the review at the end of each spring semester. On the form the student states what progress has been made toward the degree and itemizes the requirements that remain to be completed. The dissertation committee members should comment on the student's progress and objectives. In turn, the student has an opportunity to make final comments. A copy of the evaluation form is forwarded to the Graduate Degrees and Petitions Office and is included in the student's file.

Doctoral students who have completed all requirements except for the filing of their dissertations can apply for **Filing Fee Status**. There are strict eligibility requirements for the filing fee, which is used by EHS students only when the dissertation or thesis is completed except for the "final" reading by the committee. Filing Fee may be applied for only once per degree and the fee will not be refunded or transferred because the dissertation has not been filed with the Graduate Division. Therefore, it is very important that students not submit a filing fee application unless they are certain their dissertation will be filed within the next one to four months. Applications can be obtained from the Student Services Office in 417 University Hall. Applications must be submitted to the Student Services Office and be accompanied by a check for the application fee (currently \$216.00) payable to the Regents of the University of California. Please provide the EHS Program Coordinator with a copy of your completed filing fee application.