

# Guidelines

## 1. Courses

- The Department requires that each student pass at least five graduate level semester courses.
- The Graduate School requires doctoral students to achieve a minimum grade average of *High Pass* and to meet an Honors requirement in each of the first two years of study
- All second-year students in the Genetics Department are required to take *Gene 675 Graduate Student Seminar (GSS)*.
- All genetic students are strongly encouraged to attend Journal club and RIP throughout their PhD. This is an integral part of their education (minimum 70% of presentations, this will provide eligibility for the best RIP talk )

## 2. Career Development Plan

- Students are encouraged to think about their career goals, how these goals can be achieved during your PhD and how you can work with your mentor, DGS and graduate program to align expectations and meet these goals. Students are encourage to discuss this plan with their mentor every 6 months. Students should discuss this plan during every thesis committee meeting. Please provide your individual career development plan form to your committee 3-7 days before your meeting, discuss it as an integral part of your thesis committee meeting and bring to DGS after thesis meeting for feedback. You are encouraged to use bullet points.

## 3. Qualifying Exam

It is taken during the fall semester of a student's second year at Yale (By December 15th). Students must have completed all course requirements (except Gene675 and Journal club, RIP) and selected a thesis advisor before taking the qualifying examination

## 4. Teaching

Ph.D. students are expected to participate in two semesters (or its equivalent) of teaching. Students are not expected to teach during their first year or during their qualifying exam

## 5. Thesis Committee Meetings

- The thesis committee must meet for the first time no later than May 15th of the spring term of the second year
- Evaluation forms must be completed at the end of each thesis meeting and brought in person by student to the DGS for discussion and his signature during Open office hours.
- 2<sup>nd</sup> and 3<sup>rd</sup> year students are required to have at least 1 meeting per academic year; 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> year students are required to have 2 per year

## 6. Research-in-Progress (RIP) and Journal Club

With the goals of broadening your education, all students are required to attend at least 70% of the RIP and Journal clubs presented by the faculty. Beginning in their third year, All Genetic Students are required to present their research once a year at *Graduate Student Research-in-Progress*, held weekly on Tuesday morning during the second-half of the spring term.

## 7. First Author Manuscript Requirement

Learning how to prepare and publish a paper is an integral part of the education. It is expected that the research of the thesis will be published in at least one peer reviewed manuscript before obtaining permission to graduate.

## **8. Dissertation Prospectus**

By May 15th of the third year at Yale, each student must prepare a written summary of the proposed nature and scope of the dissertation research, together with a provisional title for the dissertation.

## **9. Dissertation Progress Report**

This requirement is for students in their 4th, 5th, and 6th year. Must be completed by may 15th. This report is now completed on- line at the following web site: <http://www.yale.edu/sis/dpr/>.