

SAM HOUSTON STATE UNIVERSITY
COLLEGE OF CRIMINAL JUSTICE
DOCTORAL CANDIDACY QUALIFYING EXAMINATION PORTFOLIO

Date of Commencement of Portfolio _____

Date of Completion of Portfolio _____

Name of Student _____ SHSU Student ID # _____

Successful Completion of Coursework _____ Date _____

Student's Request to the Assistant Dean to form a Portfolio Committee Date Approved: _____

Name of Committee Chair _____ vote high pass; pass; revise & resubmit; fail

Name of Committee Member _____ vote high pass; pass; revise & resubmit; fail

Name of Committee Member _____ vote high pass; pass; revise & resubmit; fail

The date the student had their initial meeting with their Committee to establish the expectations for their Portfolio. _____ Date _____

Is any material in the Portfolio collaborative? yes no. If yes, did the student document in writing their contribution as well as all others' contribution to each item in the Portfolio? yes no.

Is there any material in the Portfolio that was a product of a class assignment? yes no. If yes, (1) did the student get written approval/permission from the faculty member who taught the class to use the material in the Portfolio? yes no & (2) has the faculty member who taught the class certified that the material was sufficiently independent work of the student to include in the Portfolio? yes no.

Materials included in the Portfolio:

_____ Are manuscripts in the appropriate format for immediate submission to an identified refereed journal. yes no.

If yes, is the student first author on one manuscript yes no. If yes, is the student at least second author on a second manuscript yes no.

_____ Copies of service publications (not manuscripts)

_____ Copies of papers presented at professional meetings with documentation (copy of relevant section of program schedule).

_____ Copies of grants submitted, technical reports completed, etc.

_____ Directed literature reviews, annotated bibliographies, review essays

_____ Other: _____

Has the student submitted the Declaration of Portfolio Defense Form to the Graduate Studies Coordinator seven days prior to the Final Public Review/Defense of the Portfolio? yes no

Final Public Review/Defense of the Portfolio _____ Date

PORTFOLIO SCORING/GRADING

If Portfolio receives a **High Pass** yes no. Student is admitted to Candidacy and is formally approved to work on his/her dissertation.

If Portfolio receives a **Pass** yes no. Student is admitted to Candidacy and is formally approved to work on his/her dissertation.

If Portfolio receives a **Revise and Resubmit** yes no. The Portfolio Committee sets a specified time for the next Public Review: Date _____

If Portfolio **Fails** yes no. The Portfolio Committee is disbanded.

When a Portfolio **Fails**, the student may petition the Doctoral Program Director to form another Portfolio Committee and start the process over. Has the student petitioned: yes no. If yes, was it Approved yes no.

Failure to successfully complete a second Portfolio will result in termination from the doctoral program.

Signature, Committee Chair _____ Date

Signature, Committee Member _____

Signature, Committee Member _____

Signature, Director of CJ Graduate Programs _____ Date