

## PATHOLOGY PROGRAM

Director of Graduate Studies: Dr. Susan Winandy (swinandy@bu.edu)

Welcome to the Pathology Program! We are glad to have you and wish you great success in your graduate career. This document outlines requirements that must be met for graduation from our PhD program. Please sign and return it to the Director of Graduate Studies, Susan Winandy, PhD.

1) **Qualifying exams:** In June of the second year, the PhD student will take qualifying exams. If a student fails or receives a conditional pass, s/he can re-take the exam in a timeframe agreed upon by the committee. If the student fails the second time, s/he will be asked to leave the Program. For questions about the qualifying exams, contact Barbara Slack, PhD (bslack@bu.edu).

2) **Dissertation committee:**

- i. Within three months of passing your qualifying exams, assemble your dissertation committee.
- ii. The committee must consist of at least five members, which includes your thesis advisor. At least three members must have primary or secondary appointments in the Department of Pathology and Laboratory Medicine at the time they are asked to join the committee.
- iii. Please send a list of your committee members to Dr. Winandy (swinandy@bu.edu) and Debbie Kiley (Debra.Kiley@bmc.org), who will double check to make sure the requirements are met.

A complete description of requirements for assembly of your committee can be found at the following link:  
<http://www.bumc.bu.edu/busm-pathology/graduate-program/doctoral-dissertation-committees/>

3) **Dissertation committee meetings:**

- i. Within the first year after passing your qualifying exam, you will have your first dissertation committee meeting. The main purpose of this meeting is to approve your thesis proposal (the research you propose to do during your graduate career).
- ii. The thesis proposal must be sent to your committee members at least one week in advance of the meeting.
- iii. The guidelines for preparation of the thesis proposal can be found at the following link:  
<http://www.bumc.bu.edu/busm-pathology/graduate-program/guidelines-for-preparation-of-the-dissertation-proposal/>
- iv. There must be at least one year between approval of your thesis proposal and your dissertation defense.
- v. In addition to your first committee meeting, students will have at least two progress report committee meetings. A written progress report must be submitted to your committee members at least one week in advance of meeting.

4) Students are required to attend the Pathology Seminar Series, which takes place on Friday afternoons.

5) All PhD candidates will present a seminar in the Pathology Seminar Series. This is in addition to your defense seminar. The seminar usually takes place in your fourth year or at the beginning of your fifth year. Please contact Dr. Slack to reserve a date.

6) Pathology Journal Club takes place, on average, every two weeks throughout the academic year. PhD students will present at Pathology Journal Club once a year. You will be able to sign up for a date that is convenient for you. Students will attend a minimum of five journal clubs each year.

I have read and understand the requirements of the PhD program.

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Student Signature

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Date