



**INFORMATION AND INSTRUCTIONS FOR ALL APPLICANTS
FOR THE DEGREE OF DOCTOR OF PHILOSOPHY**

DEADLINES FOR SUBMISSION OF THE DIPLOMA APPLICATION:

NOVEMBER 1 for JANUARY GRADUATION

FEBRUARY 1 for MAY GRADUATION

INFORMATION FOR FILING THE APPLICATION: An unofficial copy of your current academic record (transcript) **must accompany this Diploma Application**. A copy of your transcript can be printed from the Student Link (www.bu.edu/studentlink). Please print from the "Transcript Preview" option, which is found under "Academics" and choose to print the transcript **with** your name and ID.

Before you submit the diploma application and transcript, it is recommended that you **review your record** with your Major Advisor or the Director of Graduate Studies in your department or program. If any information is missing (the dates exams were passed, resolved incompletes that have not been recorded, etc.), please make a notation on the copy of the transcript and ask the department to provide a copy of the missing information to attach to this application.

If sometime during the semester you know **you will not be completing** your requirements in time for the degree to be conferred, please notify the Graduate School **and** submit a **new diploma application** for the next graduation date.

NOTICE FOR JANUARY GRADUATES: Students who wish to request **medical insurance coverage** for the **fall semester only** must complete the *Medical Insurance Premium Adjustment Form* with Student Accounting Services at 881 Commonwealth Avenue. The deadline to submit the adjustment form to that office is usually the first week in January. Please confirm the date with Student Accounting Services.

INFORMATION FOR FORMATTING AND SUBMITTING A DISSERTATION: Please pay particular attention to the deadlines for submission of the final copies of the dissertation. In fairness to all students trying to complete the requirements, this deadline is strictly enforced. (*Please see Graduation Calendar.*)

Dissertation guidelines (Library Research Guide) are available on the Graduate School website. Please follow the guidelines exactly. **Do not assume that exceptions to the format will be permitted by the library. When the dissertation is near completion**, and the preliminary pages are in place (**but** before the Final Oral Examination (Dissertation Defense), **please make an appointment for the dissertation format review by the Records Officer**, who is located in the Graduate School Office (353-2694, wellman@bu.edu). This appointment must be made no later than **two weeks before the defense of the dissertation**. Students living outside of the New England area may contact the Records Officer regarding alternative procedures for the format review.

DIPLOMA DISPERSAL

*** JANUARY GRADUATES:**

***Please note:** Students who graduate in January will receive their diplomas by mail. When you receive notification that you have been added to the tentative list of graduates, you will be asked by the Office of the University Registrar to provide an address to which your diploma should be mailed. Diplomas will be mailed approximately one month from the date of graduation. January graduates may still attend the ceremonies in May.

***MAY COMMENCEMENT CEREMONIES FOR JANUARY, AND MAY GRADUATES:**

All-University Commencement Exercises are held once each year in May. Information regarding the May ceremonies and the purchase of caps and gowns will be available in the spring semester on the University web site, (www.bu.edu/commencement).

Boston University Graduate School of Arts & Sciences

705 Commonwealth Avenue
Boston, Massachusetts 02215



GRADUATE SCHOOL OF ARTS AND SCIENCES
DIPLOMA APPLICATION FOR THE DEGREE OF DOCTOR OF PHILOSOPHY

Please submit this form to the Graduate School Office, Room 112, 705 Commonwealth Avenue, Boston, MA 02215.

Deadlines: November 1 for January Graduation; February 1 for May Graduation

This diploma application is valid only for the *graduation date specified below; a new application must be submitted to the Graduate School if the student does not graduate as planned. A student must be registered in the semester in which degree requirements are completed and in the preceding semester.

NAME _____
First Middle Last

When the Graduate School Staff adds you to the tentative list of graduates, a message from the Registrar's Office will be sent to your BU e-mail address.
You will be asked to confirm or, if you wish, to change how you would like your name to be printed on your diploma.

BU ID U _____

TELEPHONE NO. _____

CURRENT ADDRESS _____

E-MAIL _____

ZIP CODE _____

MAJOR FIELD (*see list of major fields and codes*) _____

CODE NUMBER _____

MAJOR ADVISOR _____

DEGREE PROGRAM: ☐ Post-Master's PhD
(8 or more courses)

☐ Post-Bachelor's PhD
(16 or more courses)

*EXPECTED GRADUATION DATE _____

PREVIOUS DEGREE(S) EARNED,
INSTITUTION(S) DATES(S) AWARDED _____

*Print abbreviation of each
previous degree earned
as it appears on the
official transcript.*

Each student must fulfill all requirements for the degree of Doctor of Philosophy as published in the Graduate School of Arts and Sciences Bulletin. Refer to the Policies and Procedures section of the bulletin and to the department or program section for the specific requirements of your degree program. Please indicate in the following section whether or nor each requirement has been satisfied and use the line to the right to provide information as to when an outstanding requirement will be completed.

SATISFIED NOT SATISFIED (indicate below when requirement will be satisfied)

All courses required to satisfy
departmental course requirements ☐ ☐ _____

Language Examination: Please
specify language(s) _____ ☐ NOT REQUIRED

Qualifying Examination ☐ ☐ _____

Proposal/Prospectus/Outline
approved by department and
submitted to Graduate School ☐ ☐ _____

Date or approximate date of the defense of the dissertation _____

If the final signed copies of the dissertation have been submitted to the Graduate School, indicate date of submission _____

Information you think would be helpful when your record is being reviewed (optional):

STUDENT'S SIGNATURE _____

DATE _____

GRADUATE SCHOOL OF ARTS AND SCIENCES

Major Fields and Hegis Codes

<u>MAJOR FIELD</u>	<u>CODE</u>	<u>MAJOR FIELD</u>	<u>CODE</u>
African American Studies	2218	Geography	2206
American and New England Studies	4905	History	2205
Preservation Studies	0289	History of Art and Architecture	1003
Anthropology	2202	International Relations	0317
Applied Anthropology	2252	IR & International Communication	5509
Applied Linguistics	4961	IR & Environmental Policy	0322
Archaeology	2203	IR & Religion	0323
Archeological Heritage Mgmt	2221	IR & JD/Law	1401
Geoarchaeology	2222	IR & Global Development Policy	0314
Old Archaeology	2220	IR & International Affairs	0315
Astronomy	1911	IR & Latin American Studies	0308
Bioinformatics (School: EGS)	0499	Mathematics	1701
Biology	0401	Molecular Biology, Cell Biology & Biochemistry	0445
Biostatistics	0419	Music (MA)	1005
Biotechnology (BA/MA only)	0433	Musicology (PhD))	1013
Cellular Biophysics	0498	Philosophy	1509
Chemistry	1905	Physics	1902
Classical Studies	1504	Political Science	2207
Cognitive and Neural Systems	0432	Psychology	2001
Computer Science	0701	Religious and Theological Studies	1515
Earth and Environment		<i>Subfields:</i>	
Earth Sciences	1926	Counseling Psychology and Religion	1583
Energy and Environmental Analysis	0120	History of Christianity	1587
Environmental Remote Sensing		Islamic Studies	0306
& Geographic Information Systems	0119	Jewish Studies	1585
Geography	2206	New Testament and Christian Origins	1595
Economics	2204	Philosophy of Religion	1593
Economic Policy	2253	Psychology of Religion	1592
Political Economy	2255	Religion and Literature	1588
Global Development Economics	2251	Religion and Society	1586
Editorial Studies	2256	Science, Philosophy, and Religion	1590
English	1501	Social Ethics	1589
Creative Writing	1507	Theology	5524
Playwriting	1516	Romance Studies	
		French Language and Literature	1132
		Hispanic Language and Literature	1135
		Sociology	2208
		Sociology/Social Work	5507

Degree Codes: 41=MA 42=MA, MFA 48/88=MA/PhD 81=PhD