Peabody Ph.D. Student Time Limit to Degree Policy
Approved 10/2020

Peabody College requires all PhD students to complete their degree within four years of advancing to candidacy, inclusive of passing the dissertation defense at least fourteen days before the end of the term in which the degree is conferred (or by April 1 for May graduation). The Ph.D. committee administers the final oral examination. The dissertation defense results form, signed by the committee members and the director of graduate studies for the program, must be forwarded immediately to the Graduate School. Under extenuating circumstances, a one-year extension of candidacy may be granted by the Graduate School. The extension must be requested in writing by the student, with support from the Ph.D. committee and department. However, if such a period has expired without successful completion of the dissertation, the student may be dismissed from the Graduate School.

**Results:** Committee members and the director of graduate studies are responsible for signing the dissertation defense results form and forwarding it to the Graduate School immediately after the final examination. Each department is responsible for providing written notification to students of their results.

**Appeals:** It is within the purview of the student’s committee and department to determine whether the student has passed the dissertation defense. If students believe their academic performance has not been judged reasonably or fairly, they should discuss the matter with the director of graduate studies and/or department chair. If the concerns cannot be resolved at the department level, students can request further review of the issues in question by the associate dean of graduate education. If the concerns remain unresolved at the college level, students may appeal the outcome to the Graduate School.

For detailed information regarding the stages, requirements, and timeframe for completing the PhD degree, please refer to the Graduate School Catalog (https://www.vanderbilt.edu/catalogs/documents/graduate.pdf).