

# **Graduate Student Handbook for The John E. Walker Department of Economics 2022-2023**

## **Overview**

The Department faculty members teach and publish regularly. This manual outlines the policies and procedures in the Ph.D. program.

The goal of the Ph.D. program is to educate students in the basics of microeconomic theory, macroeconomic theory, econometrics, and in their application to a Primary and Secondary Field of study, culminating in the writing and defending of the Ph.D. dissertation. Our training is rigorous, with an emphasis on the application, implementation, and interpretation of mathematically rigorous models to a wide variety of phenomena that lend themselves to logical analysis.

The program is designed to start in the Fall semester. The program requires 42 hours of coursework and an additional 18 hours of thesis hours. During the 42 credit hours' worth of graded coursework, knowledge is assessed via a combination of grades in courses, qualifying examinations in Core subjects (microeconomic theory, macroeconomic theory, and econometrics), and qualifying examinations and/or papers in the Primary Field. Aside from coursework, competence is assessed via students' written work in the form of second and third year papers, presented in the Workshop of their choice, and, ultimately, the Dissertation itself (18 thesis hours). Ph.D. students have written dissertations on a wide range of topics, which can be viewed here, <https://www.clemson.edu/graduate/students/theses-and-dissertations/index.html>.

The dissertations written by Clemson Ph.D. students are testament to the fact that virtually any topic can be analyzed within the framework of economics, and that our faculty are ready and willing to help them do so.

Our goal is to provide students the tools to prepare them for jobs both academic and non-academic, private and public-sector, and domestic and international. Students must demonstrate competence by passing core course sequences in the initial year of study and the subsequent Qualifying Examination in Economic Theory, as well as satisfying a Minimum Competency Requirement in econometrics. In their second and third years, students choose two concentrations from the fields of economic growth, environmental economics, financial economics, industrial organization, international economics, labor economics, macroeconomics, and public economics, among others. Students begin developing a research program by writing and submitting papers in their second and third years of study. In addition, all students beyond the first year must attend a weekly workshop in their chosen field(s), where they will have the opportunity to present their research and receive feedback from the faculty and other graduate students. Successful students will have chosen a main Ph.D. advisor no later than the start of their fourth year and will write and defend their dissertation within four or five years.

## Contact Information

The John E. Walker Department of Economics is located at:

225 Walter T. Cox Blvd., Suite N-320  
College of Business  
864-656-3481  
864-656-4192 (fax)

The Graduate Program Coordinator for the Ph.D. program is:

Professor: Curtis Simon  
225 Walter T Cox Blvd., Suite N-312F  
864-656-3966  
[cjsmn@clemson.edu](mailto:cjsmn@clemson.edu)

## Admission Requirements

The Department of Economics requires that students have demonstrated academically distinguished records at the undergraduate and, if applicable, the graduate level. To apply to any of these programs, follow the instructions at the Graduate School page at [www.grad.clemson.edu/admission/index.php](http://www.grad.clemson.edu/admission/index.php) and complete the online application.

## Coursework

Students need not have majored in Economics but must have coursework at least through Intermediate Microeconomic Theory (the equivalent of our ECON 3140) and mathematics at least through multivariate calculus (Clemson's MATH 2070). Applicants to the Ph.D. program must have taken the GRE examination; we look for quantitative scores in the 160s and verbal scores in the 150s.

## Transfer of Credit

As a rule, the Department does not allow transfer of credit for Ph.D. courses taken at other institutions, a rule that is stricter than that of the University as a whole. The reason for this policy is that in our experience, even students from well-ranked programs do not always have the knowledge that our Department expects in order to pass the Qualifying Examination in Economic Theory.

## Deadlines

Formally, the deadline for application to the Ph.D. program is January 15 of the Spring semester. In practice, the Department of Economics has evaluated applications on a rolling basis, that is, both (shortly) prior to the formal deadline, and afterward throughout the Spring semester. That said, applicants who desire full consideration for funding in the Ph.D. program should have completed their application by January 15; applications received after that date will still be considered for funding, but do not have the same chances.

## **Tuition and Fees**

Tuition and fees are set by Board of Trustees during their July meeting for the upcoming academic year. The most recent information on tuition and fees is available at <https://www.clemson.edu/graduate/finance-tuition/>. The Department of Economics is classified as a Tier 3 Program. Students on Graduate Assistantship have their tuition waived, but must pay Full Time Graduate Assistant Fees each semester. A student must take at least nine- credit hours per semester in the fall and spring to be full-time.

All graduate students are required to have health insurance. Students who are already covered by policies that meet the University's requirements are eligible for waivers. All others are covered by the Clemson University Student Insurance Plan. A description of the plan is available at <https://www.clemson.edu/graduate/students/health-insurance.html>. Fees are included with tuition and fees for Fall and Spring semesters (summer premium is included in the Spring semester) and students are automatically enrolled. Fees for the Clemson University Student Insurance are subsidized by the Graduate School. A description of the subsidy for is available at <https://www.clemson.edu/campus-life/student-health/insurance-and-billing.html>.

## **I. Requirements for the PhD**

### **Credit Hours**

The Ph.D. in Economics requires 60 hours of coursework: 42 hours of graded coursework, plus 18 thesis hours. A full-time course load is considered to be 9 hours per semester, and students should, through the dissertation, generally be enrolled full time. Core Economic Theory and Econometrics courses are taken during the first two semesters. Starting with the second year in the program, PhD students are expected to take two Field courses each semester. Students must demonstrate proficiency in two Fields, one of which is to be designated Primary and the other Secondary.

## **Required Courses**

### **A. Economic Theory**

Ph.D. students are required to take courses in mathematical economics (ECON 8040), microeconomic theory (ECON 8010 and 8020), and macroeconomic theory (ECON 8050).

### **B. Econometrics**

Ph.D. students are required to take two econometrics courses (ECON 8060, ECON 8070) during their first year, and a third course (ECON 8080, 9090, others possible) during subsequent years.

## **Qualifying Examination in Economic Theory**

1. Ph.D. students are expected to sit for the Qualifying Examination during the first week of classes in their third semester in the program, and once at the beginning of each subsequent semester if they do not pass the Examination.
2. The Qualifying Examination will be comprised of material covered in the courses ECON 8010 (Micro I), 8020 (Micro II), 8040 (Applied Math Econ), and 8050 (Macro Theory).
3. The exam will be no longer than four hours in duration.
4. Every effort will be made to inform students whether they pass or fail the Qualifying Examination no later than thirty-one days after taking the Examination.
5. Students on stipend who do not pass the Qualifying Examination in their first attempt may receive a reduced stipend in the subsequent semester.
6. Students who fail the Qualifying Examination in their first or subsequent attempt must retake the examination at its next administration, which will be the first week of the following semester.
7. A student on stipend who successfully passes the Qualifying Examination on this second try will be eligible to have their stipend restored retroactively to the start of the relevant academic year.
8. A student who twice fails to pass the Qualifying Examination must take the Qualifying Examination at its next administration. Such students who are on stipend will only be eligible for non-reduced stipends if they successfully pass the examination this third time. Any student failing the Qualifying Examination for the third time (1) will become ineligible for Departmental support, including tuition, starting the subsequent semester, and (2) will be advised to complete their studies as soon as possible. In most cases, students will have acquired credits sufficient to earn an MA (en-route).
9. Students who neglect to take or retake the Qualifying Examination at the next available opportunity will be considered to have failed the Qualifying Examination.

## **Minimum Competency in Econometrics**

1. Minimum Competency in Econometrics is established by taking and passing a three-course sequence from among PhD-eligible Econometrics courses with a grade point average (GPA) of 2.5 or higher – called the “Econometrics GPA.”
2. PhD-eligible Econometrics courses include ECON 8060, ECON 8070, ECON 8080, ECON 9090, and a variety of special topics courses listed under ECON 9000. Neither ECON 8600 nor ECON 8700, nor any other courses designed for the MS/MA program are PhD-eligible. If you are in doubt as to whether a course is PhD-eligible, please feel free to contact the Graduate Coordinator.

3. All students must take and pass ECON 8060 and ECON 8070 with a grade of C or better.
4. Students must also take a course in either Advanced Cross-Section (ECON 8080) or Time Series (Econ 9090) Econometrics and must pass the course with a grade of B or better. All students, regardless of specialization, are strongly advised to take ECON 8080. However, students who choose Monetary and Macroeconomics as their Primary Field of specialization may, with the permission of the Graduate Program Coordinator, substitute ECON 9090 (Time Series Econometrics) for ECON 8080.
5. Students who do not satisfy the GPA requirement after taking three PhD-eligible Econometrics courses may satisfy the Minimum Competency requirement either by (1) taking additional eligible courses as listed in item 2 above or (2) retaking a course to obtain a higher grade the second time around. The Department will compute the Econometrics GPA based on the three highest grades. **NOTE:** The Graduate School computes a student's overall GPA based on all courses taken; earning a higher grade the second time around does not "overwrite" the grade earned the first time around.
6. Students who fail to establish Minimum Competency in Econometrics by the end of their fourth semester in the program will be advised to complete their studies with an MA degree. Students on funding who fail to meet this standard will become ineligible for Departmental support.

## Primary Field

The Department of Economics offers eight Primary Fields:

- Environmental and Natural Resource Economics
- Financial Economics
- Growth and Development
- Industrial Organization
- International Economics
- Labor Economics
- Monetary and Macroeconomics
- Public Economics

The Primary Field requirement is satisfied by (1) taking the required courses and (2) either taking and passing a written and/or oral Field Examination or writing a satisfactory Field Paper. Students should consult the instructors of the Field to determine the precise requirements for their Field. Students who fail to meet the Field requirements by the start of their fourth year in the program will be ineligible for any departmental financial support.

## Secondary Field

Students demonstrate proficiency in most Secondary Fields by taking a designated two-course sequence (Econometrics is the sole exception). All Primary Fields may also serve as Secondary Fields. The Department also offers two Fields as Secondary Fields only:

- Anti-trust and Regulation
- Econometrics, by establishing Proficiency in Econometrics (see below)

## **Proficiency in Econometrics**

Students satisfy the requirements for Proficiency in Econometrics by earning a GPA of 3.0 or better in each of the following courses: ECON 8060, ECON 8070, either ECON 8080 or ECON 9090, plus at least one other PhD-eligible Econometrics course. Students who achieve Proficiency in Econometrics satisfy the requirements to declare Econometrics as a Secondary Field (see below).

## **Second and Third-Year Papers**

All second- and third-year students must turn in a paper at the end of the Spring semester to the Graduate Program Advisor. Monetary prizes will be awarded for the best second year papers. It is crucial that students receive faculty input about their paper topic well before the paper is due. Students who fail to turn in a second or third-year paper will be ineligible for any departmental financial support. A committee formed by the Graduate Program Director will award prizes for the best papers, with advice from the instructors of the Field courses.

## **Field Workshops**

Students in the second year and beyond are required to attend and earn passing grades in Applied Economics Field Workshops. Generally, these workshops are designed to introduce students to the process of doing research. Students have the opportunity to develop their own ideas, as well as read, examine critically, and comment on the work of others.

Starting in their second year, students must enroll in Workshops in Applied Economics (courses numbered 9820, sections vary). These workshops give students the opportunity to present their own research and learn about and evaluate the research of others. The workshops are designed to involve the student in all key aspects of the scientific process: defining a problem and the questions of interest, devising a research strategy to shed light on the problem, communication of the findings, and learning how to scrutinize and critique research, whether one's own or that of others. The Workshops are an ideal vehicle for discovering projects suitable for transformation into a PhD dissertation. Grading is pass-fail. The criteria for passing, as well as procedures and other policies for each workshop will be determined by the faculty leading that workshop.

## **The Dissertation**

The Ph.D. degree in economics requires 18 thesis hours, writing of a Ph.D. dissertation, and oral defense of said dissertation. Timely completion of the Ph.D. degree requires that students choose a dissertation topic and thesis advisor as soon as possible after completing their required courses. The dissertation may (but need not) grow out of research initiated in a student's 2nd year paper and/or third year workshop. Regardless of the topic chosen, the dissertation must demonstrate to the student's mastery of the subject, an agenda for future research, and an ability to independently pursue that research and other lines of scholarly inquiry.

1. All students should have found a Ph.D. Dissertation Advisor no later than December of their fourth year in the program. The student, in consultation with the Advisor, should assemble a committee that includes three additional faculty members, for a total of four members.
2. The chair of this committee and at least two additional members of the committee must be tenure track faculty in the John E. Walker Department of Economics.

## II. Sample Four-Year Curriculum

The PhD requires at least 42 hours of graded coursework and at least 18 hours of dissertation. Required Core courses are marked with an asterisk (\*). ECON 9090 (marked with #) may, with permission, be substituted for ECON 8080. Pass-Fail (P/F) courses do not count towards the 42 graded credit hour requirement or GPA. This sample curriculum does not include the Qualifying Examination in Economic Theory, required of all students in the second year (and above), given in August and January, or Field requirements (check with the relevant Professors for those).

### Year 1: Fall

- \*Math Camp – Starts August 1
- \*ECON 8010 (3 Hours) -- Microeconomic Theory I
- \*ECON 8040 (3 Hours) -- Applied Math Econ
- \*ECON 8060 (3 Hours) -- Econometrics I
- \*ECON 9810 (1 Hour P/F) -- Introductory Workshop

### Year 1: Spring

- \*ECON 8020 (3 Hours) -- Microeconomic Theory II
- \*ECON 8050 (3 Hours) -- Macroeconomic Theory I
- \*ECON 8070 (3 Hours) -- Econometrics II
- \*ECON 9810 (1 Hour P/F) -- Introductory Workshop

### Year 2: Fall

- \*ECON 8080 (3 Hours) Advanced Cross Section Econometrics
- Field Course 1 (3 Hours)
- Field Course 2 (3 Hours)
- \*ECON 9820 (3 Hours P/F) Field Workshop

### Year 2: Spring

- #ECON 9090 (3 Hours) Time Series (or other Advanced Econometrics Course)
- Field Course 1 (3 Hours)
- Field Course 2 (3 Hours)
- \*ECON 9820 (3 Hours P/F) Field Workshop
- \*Second Year Paper Due

### Year 3: Fall

- Field Course 1 (3 Hours)
- Field Course 2 (3 Hours)
- \*ECON 9820 (3 Hours P/F) Field Workshop
- \*ECON 9910 (3 Hours P/F) Dissertation Research

### Year 3: Spring

- Field Course 1 (3 Hours)
- Field Course 2 (3 Hours)
- \*ECON 9820 (3 Hours P/F) Field Workshop
- \*ECON 9910 (3 Hours P/F) Dissertation Research
- \*Third Year Paper Due

### Year 4: Fall and Spring

- \*ECON 9820 (3 Hours P/F) Field Workshop
- \*ECON 9910 (6 Hours P/F) Dissertation Research
- Oral Dissertation Defense (Spring)

### **III. Fields and Requirements**

Regularly offered fields (with annual or biennial course sequences) include Financial Econ, Industrial Organization, Labor, Public, Growth & Development, and International. Field requirements and selected faculty follow. Students should check with the Faculty members of the appropriate Applied Economics Field Workshops to determine the current requirements for a Primary Field, that is, whether a Field Exam, Field Paper, or both are required.

#### **Anti-trust and Regulation (Secondary Field only)**

Antitrust (ECON 8250), Regulation (ECON 8260)

#### **Applied Econometrics (Secondary Field only)**

Students who achieve Proficiency in Econometrics are considered to have satisfied the requirements to declare Econometrics as a Secondary Field (see above). Students satisfy the requirements for Proficiency in Econometrics by earning a GPA of 3.0 or better in each of the following courses: ECON 8060, ECON 8070, either ECON 8080 or ECON 9090, plus at least one other PhD-eligible Econometrics course.

#### **Environmental / Natural Resource Economics**

Two courses from Advanced Natural Resource Economics (ECON/APEC 8090), Economics of Environmental Quality (ECON 8110), Seminar in Resource Economics (ECON 9040)

#### **Financial Economics**

Financial Economics (ECON 8550) plus either Time Series Econometrics (ECON 9090) or Computational Finance (MTHSC 9820)

#### **Growth and Development**

Economic Development (ECON 8310), Advanced Economic Growth (ECON 9160)

#### **Industrial Organization**

Organization of Industry (ECON 8240), and either Antitrust (ECON 8250), Theory of Regulation (ECON 8260), Property Rights (ECON 8270), or Advanced IO (ECON 9240)

#### **International Economics**

International Trade (ECON 8400), Int'l Finance (ECON 8410)

#### **Labor Economics**

Labor Economics (ECON 8160), Advanced Labor (ECON 9170)

#### **Monetary Economics**

Monetary Economics (ECON 9500), Int'l Finance (ECON 8410)

#### **Public Economics / Public Choice**

Public Finance (ECON 8200) and either Public Choice (ECON 8210) or Empirical Public Economics (ECON 9200)



## **IV. Standards of Performance**

### **Annual Review: The Graduate Student Progress Report**

Each year, Ph.D. students must turn in a progress report that includes information on the year started in the Ph.D. program, date of passage of the Qualifying Examination in Economic Theory, the year in which the student satisfied the Minimum Sufficiency Econometrics requirement, graduate assistant duties, Primary and Second field progress, research activities (workshops attended, papers presented, and progress on the dissertation), and honors and awards received. The information collected may change according to Departmental needs. In addition, Faculty are requested to evaluate the quality of the services of Graduate Research or Teaching Assistants assigned to them on a scale of 1 to 5, where 1 indicates poor or very poor performance and 5 indicates performance beyond expectations.

Each Ph.D. student is ranked annually on a scale of 1-5. The Department, in the strongest terms, discourages making any analogies with academic grading scales. The purpose of the ranking is not to distinguish finely between students on academic or service merit, but to offer the broadest of information on how it sees things going. The rankings should be interpreted as follows.

1. Student should depart the Ph.D. program immediately.
2. Student is making less than satisfactory progress, and funding (if applicable) is in jeopardy.
3. Student is making satisfactory (good or very good) progress.
4. Student performance is excellent. (Example: good papers or dissertation chapter written, work presented at conference.)
5. Student performance is outstanding. (Example: sole-authored paper is published in reputable journal, or student receives fully funded scholarship from reputable source.)

The Department has no firm targets but expects 75-85% of students to earn a grade of 3, 15-25% a grade of 4, and 5-10% a grade below 3. The Department expects, too, that students may earn just one or two grades above 3 during their Ph.D. studies; that a student who earns a 4 one year may earn 3s in subsequent years.

### **Criteria for Renewal of Assistantships**

The Department awards both one-time, non-renewable assistantships and renewable assistantships. Renewal of renewable Assistantships and Fellowships naturally requires that funds be available for the Department to spend. Beyond that, it is not possible to list every possible criterion by which the decision to renew an Assistantship will be made. At a minimum, each student:

1. Must be in good academic standing, not on academic probation, and have maintained a GPR of 3.0 or better.
2. Must pass the Qualifying Examination in economic theory in timely fashion – see Section III.
3. Must meet the Econometrics Minimum Competency Requirement in timely fashion– see Section IV.
4. Must be on track to complete their degree in a timely fashion, taking all courses required

of them on time, and complete the Primary and Secondary fields no later than the end of the third year.

5. Must submit the second and third-year papers on time.
6. Must have chosen a Dissertation Advisor no later than the start of the fourth year.
7. Should have written at least one chapter of their Dissertation by the end of the fourth year.
8. Should generally expect to receive a maximum of five years of funding. However, students whose work and accomplishments at the end of the fifth year are unusually strong may, contingent on the availability of funds and the judgment of the Department Head, be offered one additional year of funding. On the other hand, students whose progress falls short may receive reduced funding in their fifth year. Students who demonstrate particularly slow progress may receive minimal funding, or no funding at all beyond the fourth year.
9. Must comply with Departmental requests for materials and information on time.
10. Must satisfactorily carry out any and all duties assigned to them. For international students, this includes demonstrating proficiency in the English language.
11. In the rare case that a student fails to satisfactorily carry out his or her duties, he or she may have their funding reduced and be placed on Departmental Probation. Such a student will have one semester in which to demonstrate their willingness and ability to provide a satisfactory level of service. If, unfortunately, this does not occur, that student will have their funding reduced to a minimal level or rescinded entirely.

### **Criteria for Renewal of Fellowships**

Fellowship recipients occupy positions of particularly high honor and *responsibility*. Conditional on satisfactory performance, Fellowship recipients can generally count on support for the first three years of their study. Starting at the end of the third year, the performance of Fellowship recipients will be carefully reviewed on a semester-by-semester basis, and the decision of whether to continue to fund a Fellowship recipient will be made. Funds freed up in the course of the evaluation process may be reallocated. In addition to satisfying the criteria for Renewal of Assistantships, Fellowship recipients are expected to demonstrate superior performance in their coursework, scholarship, and, when applicable, performance of duties assigned. It is not possible to list all of the factors that will be considered in the determination of superior performance but will certainly include the quality of written work to date, including journal publications and book publications, research grants obtained, and presentations at professional meetings.

## Procedures

Each student is responsible for informing themselves about the procedures and policies of the University and Graduate School. This section is not meant to substitute for the information available on the University websites, but hopefully will serve as a reasonable introduction to help students get off to a smoother start. Some useful Graduate School Policies sites are as follows:

Policies and procedures: <https://www.clemson.edu/graduate/students/policies-procedures/index.html>

Forms: <https://www.clemson.edu/graduate/students/forms.html>

Deadlines:

<https://www.clemson.edu/graduate/students/deadlines.html>

Although the information in this section is correct at the time of this writing, students are responsible for any and all subsequent changes. Students must consult the Graduate School Announcements and the links found on the web page of the Graduate School for up-to-date information.

## Form GS2 Course of Study

The GS2 form serves the purposes of both planning and informing the Graduate School about courses taken. As such, the form must be filed at the start of your academic career, and should be updated at key points in time, and in particular, when you plan on applying for a degree. The last time a student files the GS-2 form is particularly crucial because Enrolled Student Services determines a student's eligibility for graduation by checking each course listed against the student's transcript. The GS2 is currently available at <https://www.clemson.edu/graduate/students/plan-of-study/index.html>. Each student's course of study will vary but will have certain elements in common. A sample curriculum for a PhD student is shown on the following page.

## The MA and MS Degree En Route to the PhD

Students in the Ph.D. are eligible to receive an MA or MS degree upon the successful completion of 30 credit hours provided that they have earned passing grades in all Ph.D. core courses: ECON 8010, 8020, 8050, 8060, 8070, and 8080 or 9090. The Master of Science in Economic Analytics is a STEM-certified degree. Completion of the MS degree allows international students with an F-1 VISA to apply for a 24-month extension of their post-completion optional practical training (OPT).

Students who apply for an MA or MS En Route must submit separate GS2 forms for the MA/MS and PhD. The GS2 submitted for the MA/MS should include 30 graded credit hours, with the remaining 12 or more graded credit hours listed on the GS2 submitted for the PhD.

## Sample GS2 for Economics PhD

ECON 8010*	Micro I	3	Fall 2022
ECON 8040*	Math Econ	3	Fall 2022
ECON 8060*	Econometrics I	3	Fall 2022
ECON 9810*	Workshop	1	Fall 2022
ECON 8020*	Micro II	3	Spring 2023
ECON 8050*	Macro I	3	Spring 2023
ECON 8070*	Econometrics II	3	Spring 2023
ECON 9810*	Workshop	1	Spring 2023
ECON 8980	Macro II	3	Fall 2023
ECON 9010	Micro III	3	Fall 2023
ECON 8080*#	Econometrics III	3	Fall 2023
ECON 9820*	Workshop	3	Fall 2023
ECON 8160#	Labor I (Secondary)	3	Spring 2024
ECON 8240#	IO (Primary)	3	Spring 2024
ECON 9000#	Econometrics IV	3	Spring 2024
ECON 9820*	Workshop	3	Spring 2024
ECON 9170#	Labor II (Secondary)	3	Fall 2024
ECON 8250#	Antitrust (Primary)	3	Fall 2024
ECON 8220	Public	3	Fall 2024
ECON 9820*	Workshop	3	Fall 2024
ECON 8260	Regulation	3	Spring 2025
ECON 9910*	Dissertation	6	Spring 2025
ECON 9820*	Workshop	3	Spring 2025
ECON 9910*	Dissertation	6	Fall 2025
ECON 9820*	Workshop	3	Fall 2025
ECON 9910*	Dissertation	6	Spring 2026
ECON 9820*	Workshop	3	Spring 2026

#ECON 8080 may be replaced with ECON 9090, typically offered in the Spring. Primary and Secondary Fields will vary depending on the student. Check with the instructors of those Fields to determine requirements above and beyond coursework, for example, whether a paper must be submitted or whether the student must pass a qualifying Field examination. Most students choose a 9820 Workshop corresponding to their Primary Field, but this is not a hard-and-fast requirement.

### **Form GS4: Graduation**

The Graduate Diploma Application, GS4, announces to the Graduate School that a student anticipates completing the dissertation and intends to graduate. This form must be filed in the first two or three weeks of the semester in which the student wishes to graduate. The chair of the dissertation committee must confirm from the Student Progress Report that the student has passed the Qualifying Examination in Economic Theory, has satisfied the Minimum Competency Requirement in Econometrics, and has satisfied the Primary and Secondary Field Requirements prior to signing the GS4 form. The practical impact of this rule is that all field requirements must be met in the semester prior to graduating.

### **Form GS5: Preparation for Graduation**

The GS5 form signifies that the student has passed the Qualifying Examination in Economic Theory, has satisfied the Minimum Sufficiency in Econometrics requirement, and has satisfied the Primary and Secondary Field requirements. Student progress is monitored by the Graduate Program Coordinator, as well as the student's PhD Advisory Committee.

### **Form GS7: Thesis Defense**

The defense must be scheduled early enough to allow time – typically, at least two weeks -- for committee-required revisions to the dissertation paper before the GS7 deadline. The final PhD examination must be passed at least **three weeks prior to the commencement** in which the student graduates. The defense will be administered by the PhD dissertation committee, and members of the faculty and the Dean of the Graduate School are invited to attend. The results of the exam are communicated to the Graduate School on form GS7, within five days of the exam.

The final draft of the thesis should be given to committee members well in advance of, and no less than three weeks prior to the defense. This will give committee members time to propose modifications. Revisions can be made after the defense. The Graduate Announcements make clear that: "It should be understood that a vote to pass a student on his/her performance at the thesis/dissertation defense (form GS7) does not imply final approval of the thesis or dissertation.

Approval of the thesis or dissertation is given by faculty signing the approval page. The approval page should not be signed by the committee until the student has made all revisions as instructed by the committee." The practical impact of this rule is that necessary revisions can be made to improve the dissertation subsequent to the dissertation defense, and further, that the degree will ultimately be awarded only when such revisions are made to the satisfaction of the committee.

Written notification of the defense is due in Enrolled Student Services at least 10 business days prior to the defense, which typically amounts to 2 calendar weeks. The information must include the student's name, program of study, title of thesis paper, major advisor, date, time, and location. The student arranges the date, time, and place for the defense in consultation with the major advisor and other members of the advisory committee. Copies of the thesis paper must be delivered to the student's advisory committee at least two weeks before the defense. The student's major professor and advisory committee conduct the oral examination, but all faculty members are invited to attend. After the defense, revisions in the thesis paper by the student must be approved by the major advisor and committee members. Students may have two attempts to pass the exam. A GS7 must be signed and submitted no later than the end of the penultimate week of the fall or spring semester to indicate passage of the final examination.

## Academic Probation

Unfortunately, students occasionally perform below the standards set by the Graduate School. There are two basic requirements: a GPA of 3.0 or better and carrying out research to a satisfactory standard. This section is no more than an introduction; for details students should consult the Policies and Procedures of the Graduate School.

There are two levels of academic probation: R1 for those on probation for the first time, and R2 for those beyond the first time. Students who find themselves on probation because their GPR has fallen below 3.0 are expected to raise their GPR to 3.0 or better within NINE (9) credit hours. Although students who fail to do so may be dismissed from their program at that point, those who make sufficient progress may be given another chance to do so within the next nine credit hours. Students who are placed on academic probation must file a GSR1 or GSR2 **Plan for Success**, which must be signed by the Graduate Program Coordinator and approved by the Graduate School. ***It is the student's responsibility to contact the Coordinator.***

Graduate work in economics, particularly at the PhD level, often challenges students at a level that they have never experienced before. Students accustomed to excelling as undergraduates, or even at the MA level, can be overwhelmed by the amount and difficulty of material, especially during the first year. It cannot be overstated how important it is for each student to examine themselves and their performance on a continuous basis.

In many cases, a rough start can, with hard work, be overcome. A poor midterm exam grade might be offset by a good grade on the final exam, and a subpar first-semester performance might be redeemed by good performance during the second. A student who consistently fails to perform well should consider seriously their ultimate goals and how best to achieve as many of them as possible. In some cases, this may involve dropping a course by the drop date – please see the academic calendar at [http://www.registrar.clemson.edu/html/acad\\_cal.htm](http://www.registrar.clemson.edu/html/acad_cal.htm) – to prevent an F from becoming a part of their academic record (October 28 for the Fall 2022 academic year). In other cases, this may involve switching from the PhD program to the MA program, provided that permission is granted by the Graduate School.

In addition to maintaining a 3.0 GPA or better, graduate students must demonstrate academic progress by passing the Qualifying Examination in Economic Theory, demonstrate Minimum Competency in Econometrics, satisfy Primary and Secondary Field requirements, and submit second- and third-year papers, and, ultimately, write and defend a PhD dissertation. Students who fail to satisfy these requirements risk dismissal from the Program.