FAQ (Frequently Asked Questions) for New Dissertators and Their Faculty Advisors

NOW THAT I’M A DISSERTATOR, WHAT COURSE DO I REGISTER FOR?

Dissertators sign up for MUSIC/660-999, “PhD Diss/DMA Project.” Dissertators enroll for this course instead of lessons. You may take another course, if your advisor recommends it, but that course must be directly related to your project/dissertation research, and it must be numbered 300-level or higher.

HOW MANY CREDITS DO I ENROLL FOR?

3 credits, always. (It’s a Grad School requirement.) Not 2 credits or 1 credit or 4 credits. This includes your recital(s) and any other classes.

DO I HAVE TO BE ENROLLED EVERY SEMESTER UNTIL I GRADUATE?

Yes. The Grad School requires you to maintain continuous enrollment until you complete your degree. (Not including summers, except in rare cases.) If you don’t maintain continuous enrollment, the Grad School will charge you a degree completion fee. For complete information: http://www.grad.wisc.edu/education/acadpolicy/guidelines.html#36

HOW DO I ENROLL FOR MY RECITALS NOW THAT I’M A DISSERTATOR?

As always, enroll for MUSIC PERF/664-999, DMA Recital. Enroll for exactly 3 credits every semester, including your recital(s). If you’re playing two recitals, enroll for each one separately. (See “Recital Information for DMAs” here: http://www.music.wisc.edu/grad/ (Click on “Forms & Information for Doctoral Students” first.)

WHEN DO I NEED TO TURN IN THE PROPOSAL FOR MY DISSERTATION (OR DOCTORAL RESEARCH PROJECT) TO MY MAJOR PROFESSOR AND COMMITTEE?

Ideally, the proposal should be approved (by your committee and the DGS) by the end of the semester after you’ve passed prelims. At the very latest, the proposal must be approved no later than the end of the semester before the semester you plan to defend the project and graduate. For example: If you’re planning a Spring graduation, you must submit your proposal to your major professor and committee no later than October 31st. For a Fall graduation, submit the proposal to your major professor and committee no later than March 31st. For complete information, see the "Dissertation and DMA Research Project Registration" form here: http://www.music.wisc.edu/grad/ (Click on “Forms & Information for Doctoral Students” first.)
WHEN DO I NEED TO TURN IN MY COMPLETED DISSERTATION (OR DOCTORAL RESEARCH PROJECT) TO MY MAJOR PROFESSOR AND COMMITTEE?

By March 15TH for Spring graduation, or by October 15TH for Fall graduation. Committee members then have 6 weeks to review the document and determine whether to schedule a defense, or whether further work is required. For more information, see the “Dissertation and DMA Research Project Registration” form here: on this page: http://www.music.wisc.edu/grad/ (Click on “Forms & Information for Doctoral Students” first.)

HOW LONG DO I HAVE TO DEFEND MY DISSERTATION/PROJECT AFTER I’VE SUCCESSFULLY DEFENDED MY PRELIMS?

The Grad School gives you five years from the date of the preliminary exam defense to defend the dissertation/research project. For complete information about this “Five Year Rule,” see: http://www.grad.wisc.edu/education/acadpolicy/guidelines.html#82
If you are absent from the program for five years or more, you must file a new Graduate School application for admission and submit it with a new application fee. For more information, see Readmission/Re-entry Procedures: http://www.grad.wisc.edu/education/admissions/reentry.html

I’M PLANNING TO GRADUATE THIS SEMESTER! WHAT DO I NEED TO DO?

Email me msdrake@wisc.edu right away, so that I can request your degree warrant. Plan to do this AT LEAST 3 WEEKS before your final defense.

WHEN ARE THE GRAD SCHOOL’S AND REGISTRAR’S GRADUATION DEADLINES?

You are responsible for knowing and complying with the Grad School and Registrar’s deadlines. For Grad School deadlines, go to http://www.grad.wisc.edu/education/completedegree/ddd.html It takes 3 weeks for the Grad School to process the request for your degree warrant. The Registrar's website also lists enrollment, fee payment, and course change deadlines: http://registrar.wisc.edu/fall_deadlines_at_a_glance.htm

DO TUITION RATES AND PA/TA SALARIES CHANGE FOR DISSERTATORS?

Dissertators pay considerably lower tuition rates. For specific rates, go to: http://registrar.wisc.edu/tuition & fees.htm
Dissertators with funding receive an increase in their TA/PA salary. For more information, consult with Steve Martin, Payroll Coordinator for the School of Music.