



# NEW YORK MEDICAL COLLEGE

A M E M B E R O F T O U R O U N I V E R S I T Y

## Graduate School of Biomedical Sciences

### GSBMS Ph.D. PROGRAM TIMEFRAME TO COMPLETION POLICY

*Issue Date:* January 19, 2024

*Supersedes:* *Time Limits for Completion of Degree Requirements* dated October 21, 1999

*Last Review:* January 19, 2024

#### I. PURPOSE

The purpose of this policy is to establish guidelines for the expected timeframe for completion of doctoral programs in the Graduate School of Biomedical Sciences (“GSBMS”).

#### II. POLICY

The requirement for the degree of Doctor of Philosophy (Ph.D.) must be completed within five years following the awarding of the Master’s Degree or the passing of the Ph.D. Qualifying Examination. Any time spent on authorized academic leave of absence from a degree program is excluded from the time limit for completion of the program. For the purpose of this policy, the matriculation date is the semester of initial registration after being accepted into the program.

#### III. SCOPE

This policy applies to all students enrolled in the GSBMS Ph.D. programs (Integrated Ph.D., Advanced Standing Ph.D., and MD-Ph.D. programs). This policy will also apply to any new GSBMS doctoral programs developed in the future

#### IV. DEFINITIONS

*GSBMS:* Graduate School of Biomedical Sciences

*Ph.D.:* Doctor of Philosophy

*NYMC:* New York Medical College

#### V. PROCEDURES

The requirements for the degree of Doctor of Philosophy must be completed within the following specified time limits following matriculation into the Ph.D. program:

- A. Seven years, if the student matriculates directly into a Ph.D. program upon enrollment at NYMC.
- B. Five years, if the student matriculates into a Ph.D. program after having completed a Master of Science degree in the same discipline at NYMC, or after having completed all degree requirement for the Master of Science degree except for the M.S. Thesis or

Literature Review, or after having earned at least 30 didactic credits at NYMC that may be applied to the Ph.D. degree requirements.

- C. Six years, if the student matriculates into a Ph.D. program after having earned at least 16, but not more than 29, didactic credits at NYMC that may be applied to the Ph.D. degree requirements, whether as a Master's degree student or as a non-matriculated student.
- D. Five years, for students in the M.D./Ph.D. program.
- E. A student who does not complete the degree requirements within the specified time limit may petition to be allowed to continue in the program. Such petition may be granted upon the joint consent of the student's Dissertation Advisor, Program Director, Advisory Committee and the Dean. This consent may contain specific provisions imposed by the aforementioned parties. Student progress and any future extension of the time limit must be reviewed each semester. Unsatisfactory progress and failure to meet proposed stipulations may result in the dismissal from the program.

#### **VI. EFFECTIVE DATE**

This policy is effective immediately.

#### **VII. POLICY MANAGEMENT**

Executive Stakeholder: Dean, Graduate School of Biomedical Sciences

Oversight Office: Graduate School of Biomedical Sciences, Dean's Office