

UNIVERSITY OF **HOUSTON**

Ph.D. Student Handbook
Department of Hispanic Studies
College of Liberal Arts and Social Sciences



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MISSION STATEMENT

The Department of Hispanic Studies at the University of Houston seeks to foster understanding and communication through the study of Spanish languages, literatures, linguistics, and cultures in the age of globalization; to provide education and training for students seeking academic and professional careers; and to develop established and new programs contributing to local, regional, national, and international knowledge.

WELCOME!

We are committed to ensuring you begin your graduate journey equipped with all the essential resources to succeed. This handbook outlines the key administrative policies, degree milestones, and academic procedures necessary for navigating your program. As a graduate student, you are responsible for familiarizing yourself with departmental requirements and maintaining good academic standing within both the Department and the University at large. In addition to this manual, all students are required to review the official **University of Houston Graduate Catalog** for institutional regulations governing their entry year. We also strongly encourage you to regularly consult the [CLASS Graduate Portal](#) and explore available [Research Grants](#) and other opportunities throughout your studies.

SECTION 1: PROGRAM OVERVIEW & CAMPUS RESOURCES

Welcome to the Department of Hispanic Studies at the University of Houston. The Ph.D. program is structured as a standard 4-year doctoral degree (8 long semesters) designed to provide rigorous academic training and professional development.

1.1 Administrative Leadership & Departmental Directory

Below is the administrative directory for the Department of Hispanic Studies. For the complete list of departmental faculty, specializations, and office hours, please consult the official UH Hispanic Studies Faculty Directory (<https://www.uh.edu/class/spanish/faculty/index.php>).

Administrative Role / Office	Contact Person / Position	Email
Department Chair	Dr. Guillermo de los Reyes	jdelosreyes@uh.edu
Director of Graduate Studies (DGS)	Dr. Paola Arboleda	parboeda@central.uh.edu
Director of Undergraduate Studies	Dr. Liz Goodin Mayeda	cegoodin@central.uh.edu
Director of Second Language Program	Dr. Sofía Gellon	sgellon@central.uh.edu

Creative Writing Program Director	Dr. Cristina Rivera Dr. Elías Navarro (Assistant Director)	criverag@central.uh.edu ednavarr@central.uh.edu
Heritage Language Program Director	Dr. Julio López Otero	jlopezot@central.uh.edu
Arte Público Press / Recovery Project	Dra. Gabriela Baeza (APP) Dra. Carolina Villarroel (Recovery)	gbaeza@central.uh.edu carolina@central.uh.edu
Assistant DBA	Cesar Alvarado (Arte Público) calvarado@central.uh.edu	
Department Business Administration (DBA)	Guadalupe Ayon (Hispanic Studies)	gyayon@central.uh.edu
Office Coordinator	Rachel Estrada (Office Coordinator)	rmendez9@central.uh.edu
Language Commons Director	Andrew Neilson (Andy)	aaneilso@cougarnet.uh.edu
Official UH Directory	Full Faculty Roster Link	https://www.uh.edu/class/spanish/faculty/index.php
Graduate Program Webpage	Hispanic Studies Graduate Portal	http://www.uh.edu/class/spanish/graduate/

1.2 Key UH & Departmental Resources

- **Arte Público Press & Recovering the U.S. Hispanic Literary Project:** Housed at UH, this is the nation's largest publisher of contemporary and recovery literature by U.S. Hispanic authors.
- **UH Libraries & Special Collections:** Direct access to extensive Latin American and Iberian collections, microfilms, and dedicated subject librarians.
- **University Writing Center (UWC):** Offers one-on-one writing consultations and graduate dissertation retreats.
- **Language Commons (LC):** Technology and language instruction support services.
- **Justin Dart, Jr. Student Accessibility Center:** Coordinates academic accommodations for qualified students with disabilities.
- **Counseling and Psychological Services (CAPS):** Provides confidential mental health support, crisis intervention, and wellness workshops.
- **Coogs Care:** Supports mental health and wellness.
- **UH Career Center:** Provides career development, resume reviews, and academic job search support.
- **Equal Opportunity Services (EOS) & Title IX Office:** Handles campus compliance and formal investigations regarding discrimination, harassment, and Title IX sexual misconduct.

SECTION 2: ACADEMIC REQUIREMENTS

The 4-Year Ph.D. in Spanish requires a minimum of 42 semester credit hours beyond the Master's degree, consisting of 36 hours of coursework (completed during Years 1–2) and 6 hours of dissertation credits (completed during Years 3–4).

2.1 Program Core & Distribution Requirements

Category	Credit Hours	Description
Core / Specialization Seminars	30 cr	10 graduate courses within target concentration/subfields
U.S. Latino Course Requirement	3 cr	1 required course in U.S. Latino literature, language, or culture
Out-of-Concentration Requirement	3 cr	1 required course outside primary concentration (in department or external)
Dissertation Hours	6 cr	Continuous enrollment in dissertation research (SPAN 8399/8699 across Years 3–4)
Total Degree Credit Hours	42 cr	Minimum total required beyond Master's degree (Strict 4-Year Track)

External Coursework Limits: Graduate students are allowed a maximum of two (2) courses outside the Department of Hispanic Studies. Taking external courses requires: (1) a clear academic justification, (2) written support from the student's Dissertation Advisor/Director, and (3) formal approval from the Director of Graduate Studies (DGS). TAs and RAs must always have 9 credits registered. Per the Federal Government requirement, International students can register only ONE online course per semester. PhD students who wish to register for courses in the Online MA must be approved by the Graduate Director. New students must register for courses suggested by the Graduate Director/Advisor and are not allowed to take courses in other departments during the first year in the PhD.

2.2 Foreign Language Reading Requirement

Doctoral candidates must demonstrate reading knowledge of one foreign language in addition to Spanish and English before defending the dissertation proposal. This requirement may be satisfied in one of two ways:

- 1. Coursework Option:** Completing one semester of graduate-level reading courses (e.g., French or Italian for Non-Majors in the Department of Modern and Classical Languages / MCL) with a grade of B or higher.
- 2. Examination Option:** Passing a departmental reading comprehension examination in the target language.

SECTION 3: DEGREE ROADMAP, OFFICIAL DEGREE MAPS, & MILESTONES

The Ph.D. program is structured on a strict 4-year degree timeline (8 long semesters). Advancing to Candidacy (ABD status) must occur by the end of Semester 4 (Spring of Year 2). No exceptions will be granted to defend the proposal after the summer following the fourth semester.

CRITICAL ACADEMIC PROGRESS WARNING: DISSERTATION COMMITTEE MANDATE

All doctoral students must formally define their dissertation topic, confirm their Dissertation Director, and establish their complete Dissertation Committee no later than the end of their third semester of coursework (Fall of Year 2).

Committee Composition: Must include 1 Director (Hispanic Studies), 2 Expert Departmental Faculty Members (Hispanic Studies), and at least 1 External Reader (must have a Ph.D. or equivalent (e.g., MFA).

Failure to establish an approved Dissertation Committee by the conclusion of the third semester constitutes a failure to maintain satisfactory academic progress and may result in administrative dismissal from the Ph.D. program.

3.1 Four-Year General Academic Roadmap

Academic Phase	Timeline	Degree Milestones & Focus	Course Load / Registration
Year 1: Foundation	Semesters 1 & 2 (Fall & Spring)	Complete 18 hours of coursework. First-Year Faculty Screening at end of Spring.	9 credit hours / semester
Year 2: Development & Committee	Semester 3 (Fall)	Define dissertation topic; CONFIRM DISSERTATION DIRECTOR AND COMMITTEE (MANDATORY); advance QPs.	9 credit hours
Year 2: Candidacy	Semester 4 (Spring)	Submit proposal draft, submit QP #2 to journal, defend dissertation proposal. Advance to ABD.	2 Regular Courses + 1 Special Problems (SPAN 6398)
Year 3: Research & Drafting	Semesters 5 & 6 (Fall & Spring)	Conduct dissertation research and draft initial chapters (SPAN 8399/8699). No regular courses required.	Dissertation Hours (SPAN 8399/8699)

Year 4: Writing &
Defense

Semesters 7 & 8 (Fall &
Spring)

Finalize dissertation manuscript,
complete public oral defense, and
graduate.

Dissertation Hours
(SPAN 8399/8699)

3.2 Official Concentration Degree Maps

Below are the official, semester-by-semester sequence models for each Ph.D. concentration as approved by the Department and CLASS:

Degree Map 1: Ph.D. Literature Concentration

Year / Semester	Course 1	Course 2	Course 3	Milestones / Total Hours
Year 1: Fall (Sem 1)	SPAN 63XX: Peninsular Lit (3 cr)	SPAN 63XX: Latin Amer Lit (3 cr)	SPAN 6305: Teaching Span (3 cr)	9 Semester Hours
Year 1: Spring (Sem 2)	SPAN 63XX: Peninsular Lit (3 cr)	SPAN 63XX: Latin Amer Lit (3 cr)	SPAN 63XX: US Latino Course (3 cr)	First-Year Faculty Review 9 Sem Hours (18 Cum)
Year 2: Fall (Sem 3)	SPAN 63XX: Peninsular Lit (3 cr)	SPAN 63XX: Latin Amer Lit (3 cr)	SPAN 63XX: US Latino Course (3 cr)	Form Committee (MANDATORY) 9 Semester Hours
Year 2: Spring (Sem 4)	SPAN 73XX: US Latino Course (3 cr)	SPAN 63XX: Linguistics Elective (3 cr)/or another Lit class	SPAN 73XX: Indep Research (3 cr)	Complete 2 QPs & Defense 9 Sem Hours (36 Cum)
Year 3: Fall (Sem 5)	SPAN 8399: Dissertation (3 cr)	—	—	3 Semester Hours
Year 3: Spring (Sem 6)	SPAN 8399: Dissertation (3 cr)	—	—	3 Semester Hours (42 Cum)
Year 4: Sem 7 & 8	Dissertation Writing & Defense	—	—	Public Defense & Graduation

Degree Map 2: Ph.D. Linguistics Concentration

Year / Semester	Course 1	Course 2	Course 3	Milestones / Total Hours
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Year 1: Fall (Sem 1)	SPAN xxx: Linguistics (3 cr)	SPAN xxx: Linguistics (3 cr)	SPAN 6305: Teaching Span (3 cr)	9 Semester Hours
Year 1: Spring (Sem 2)	SPAN xxx: Linguistics (3 cr)	SPAN xxx: Linguistics (3 cr)	SPAN xxx: US Latino Course (3 cr)	First-Year Faculty Review 9 Sem Hours (18 Cum)
Year 2: Fall (Sem 3)	SPAN xxx: Linguistics (3 cr)	SPAN xxx: Linguistics (3 cr)	SPAN xxx: Out-of-Conc Course (3 cr)	Form Committee (MANDATORY) 9 Semester Hours
Year 2: Spring (Sem 4)	SPAN xxx: Linguistics (3 cr)	SPAN xxx: Linguistics (3 cr)	SPAN 6398: Indep Research (3 cr)	Complete 2 QPs & Defense 9 Sem Hours (36 Cum)
Year 3: Fall (Sem 5)	SPAN 8399: Dissertation (3 cr)	—	—	3 Semester Hours
Year 3: Spring (Sem 6)	SPAN 8399: Dissertation (3 cr)	—	—	3 Semester Hours (42 Cum)
Year 4: Sem 7 & 8	Dissertation Writing & Defense	—	—	Public Defense & Graduation

Degree Map 3: Ph.D. Creative Writing Concentration (ECE)

Year / Semester	Course 1	Course 2	Course 3	Milestones / Total Hours
Year 1: Fall (Sem 1)	SPAN xxx: Creative Writing (3 cr)	SPAN xxx: Literature Elective (3 cr)	SPAN 6305: Teaching Span (3 cr)	9 Semester Hours
Year 1: Spring (Sem 2)	SPAN xxx: Creative Writing (3 cr)	SPAN xxx: Creative Writing (3 cr)	SPAN xxx: US Latino Course (3 cr)	First-Year Faculty Review 9 Sem Hours (18 Cum)
Year 2: Fall (Sem 3)	SPAN xxx: Creative Writing (3 cr)	SPAN xxx: Literature Elective (3 cr)	SPAN xxx: Out-of-Conc Course (3 cr)	Form Committee (MANDATORY) 9 Semester Hours

Year 2: Spring (Sem 4)	SPAN xxx: Creative Writing (3 cr)	SPAN xxx: Creative Writing (3 cr)	SPAN 6398: Indep Research (3 cr)	Complete 2 QPs & Defense 9 Sem Hours (36 Cum)
Year 3: Fall (Sem 5)	SPAN 8399: Dissertation (3 cr)	—	—	3 Semester Hours
Year 3: Spring (Sem 6)	SPAN 8399: Dissertation (3 cr)	—	—	3 Semester Hours (42 Cum)
Year 4: Sem 7 & 8	Dissertation Writing & Defense	—	—	Public Defense & Graduation

3.3 Residency Requirement

Doctoral candidates holding Teaching Assistantships (TA), Teaching Fellowships (TF), Research Assistantships (RA), Graduate Assistantships (GA), or Graduate Tuition Fellowships (GTF) are required to reside locally in the greater Houston area during long semesters across all 4 years of the program. Physical presence is mandatory to fulfill instructional duties, maintain scheduled office hours, attend departmental meetings/orientations, and actively participate in campus academic life. Relocating outside Houston before degree completion, or without explicit departmental authorization, will result in immediate forfeiture of assistantships and GTF funding.

3.4 Semesters 3 and 4 (Fall and Spring Year 2)

Qualifying Examinations / Mandatory Timeline & Forms

- **Special Problems Registration:** Enroll in two regular courses in semesters 3 and 4 plus one 3-credit Special Problems Directed Study (SPAN 6398) with their Dissertation Director. Official forms signed by the advisor and committee must be turned in.
- **Submission to Director (Feb 15):** Deliver the complete dissertation proposal draft to the Dissertation Committee Director no later than February 15.
- **Submission to Committee (Mar 15):** Deliver the final dissertation proposal draft to all members of the committee no later than March 15.
- **Oral Proposal Defense (Apr 10–15):** Defend the proposal before the full committee between April 10 and April 15.

Departmental Forms: Important forms including Special Problems (6398/7398), [ABD paperwork](#), and [Dissertation Signature Forms](#) are available for download on the Department of Hispanic Studies website under Graduate Resources and can also be requested from the Graduate Director.

3.5 Dissertation Defense & 5-Year Re-examination Rule

Defense Timeline

- **Submission to Director (Feb 15):** Deliver the complete dissertation draft to the Dissertation Committee Director no later than February 15.
- **Submission to Committee (Mar 15):** Deliver the final dissertation draft to all members of the committee no later than March 15.
- **Oral Proposal Defense (Apr 10–15):** Defend the dissertation before the full committee between April 10 and April 15.

Departmental and CLASS Forms: [HS and CLASS Dissertation-committee-appointment-form.pdf](#)

CLASS Dissertation Submission Website: <https://www.uh.edu/class/students/graduate/thesis-dissertation-info/>

5-Year Re-examination Rule: Once admitted to candidacy (ABD), the student writes their dissertation under SPAN 8399 / SPAN 8699 enrollment. If the student does not successfully defend their dissertation within five (5) years after passing the Ph.D. qualifying examinations, they will be required to retake the qualifying examinations.

3.6 Graduate Certificate Programs

Graduate students in Hispanic Studies may complement their Ph.D. degree by enrolling in interdisciplinary graduate certificate programs offered across campus:

- **Spanish as a Heritage Language Certificate:** Specialized training in heritage language pedagogy and sociolinguistic research.
- **Women's, Gender and Sexuality Studies (WGSS) Graduate Certificate:** Interdisciplinary graduate certificate exploring feminist theory, gender, and sexuality studies.
- **African American Studies Graduate Certificate:** Graduate certificate focusing on African American history, literature, and diaspora studies.

SECTION 4: GRADUATE ASSISTANTSHIPS & INSTRUCTIONAL POLICIES

4.1 Terms of Employment, Workload & Registration

- **Standard Effort:** Graduate assistantships (TA/TF/RA) represent a 50% FTE appointment requiring 20 hours per week of instructional or research service.
- **Continuous Enrollment:** TAs and RAs MUST remain continuously enrolled in at least nine (9) credit hours during long semesters (Fall and Spring).
- **Academic Standing (GPA):** Assistants must maintain a minimum cumulative GPA of 3.20 (on a 4.00 scale) to remain in good standing and retain funding.
- **Mandatory Methodology Training:** TAs must complete the methodology course appropriate to their teaching assignment: SPAN 6305 'Teaching Spanish for Acquisition' (Second Language) or Heritage Language methodology.

- **Training for RAs:** All RAs must complete all mandatory trainings that their respective supervisors require.
- **Workload:** TAs typically teach lower-division Spanish courses (SPAN 1501, 1502, 2301, 2302) with an average workload of 6 contact hours per semester (e.g., one 5-credit section or two 3-credit sections). RAs work 20 hours per week supporting faculty research or the Recovery Project (RP).
- **Outside Employment Prohibition:** Students holding GTF or TA/TF appointments may not accept paid off-campus employment during long semesters. Violations result in immediate funding revocation.

4.2 Annual Assistantship Renewal System

Renewal of graduate student funding and assistantships (TA/RA) IS NOT AUTOMATIC. Assistantships are evaluated annually based on a comprehensive review of academic performance, teaching quality, and departmental service/participation. Decisions are made at the departmental level, with priority given to TAs/RAs who are making satisfactory progress toward the Ph.D. Renewal criteria include:

- Maintaining a minimum GPA of 3.20 during the current academic year.
- Favorable evaluation reports from the Graduate Director.
- Formal evaluation from the supervising faculty mentor overseeing the TA/RA work.
- Active participation in departmental activities, events, and academic life.
- Time elapsed in the Ph.D. program and duration of assistantship holding.

4.3 Professional Conduct, Title IX

What is Title IX?

Title IX of the Education Amendments of 1972 protects people from sex and gender discrimination, including sexual misconduct, in educational programs and activities at institutions that receive Federal financial assistance. The University of Houston System (UHS) is committed to providing an environment free from discrimination based on sex and gender. UHS provides many resources to faculty, staff, and students to address concerns related to sex and gender discrimination that may negatively impact community members' educational and career progress.

Who is responsible for ensuring Title IX compliance at UH?

The Office of Equal Opportunity Services (EOS) has been designated to oversee the implementation of the UHS Sexual Misconduct/Title IX Policy. EOS recognizes the great impact that sexual misconduct can have on those who have experienced sexual assault, nonconsensual sexual contact, sexual harassment, sexual intimidation, sexual exploitation, stalking, and dating and domestic violence. We demonstrate that we are a community that cares by facilitating preventative education efforts, connecting faculty, staff, and students to support services, and enforcing our Sexual Misconduct Policy.

Graduate instructors hold a dual role as students and university instructors representing the department and UH. Professionalism is required across appearance, attitude, quality of work, and student interactions. Key policies include:

- University policy (Title IX) strictly prohibits instructors from engaging in romantic or sexual relationships with their students. Instructors must avoid situations that could be misinterpreted, including inappropriate interactions on social media or text messaging.

For more information and resources visit: [Sexual Misconduct Policy | University of Houston](#)

4.4 Summer Teaching Appointments & Special RA/APP Requirements

Summer teaching appointments are not guaranteed and are awarded based on departmental instructional needs, student academic standing, and satisfactory progress toward the degree. Demonstrated local Houston residency and mandatory attendance at departmental teaching orientations are critical selection criteria for all summer applicants.

SPECIAL REQUIREMENTS FOR ALL RAs WHO WOULD LIKE TO TEACH IN THE SUMMER:

Graduate students employed as Research Assistants (RAs) during the academic year who are appointed and have not been trained as instructors in our Department, but wish to be considered for summer teaching, MUST fulfill the following mandatory requirements:

- Successfully complete SPAN 6305 'Teaching Spanish for Acquisition' (or approved pedagogy equivalent) prior to the summer term.
- Attend the mandatory Spring TA orientation held one week before classes begin.
- Student Responsibility: It is the student's sole responsibility to proactively contact the Director of the Second Language Program at the beginning of the semester to declare their interest in summer teaching and receive approval for orientation tracking.

Summer Hiring Priority Tiers

- **Tier 1:** Students with the highest combined evaluations (academic, teaching, service/participation).
- **Tier 2:** Ph.D. students who have never taught in the summer.
- **Tier 3:** Ph.D. students who have taught fewer summer terms.
- **Tier 4:** Advanced Ph.D. Candidates (ABD status).
- **Tier 5:** Master's (M.A.) students.

SECTION 5: FUNDING, GRANTS, & PROFESSIONAL DEVELOPMENT

5.1 Graduate Tuition Fellowship (GTF)

GTF covers mandatory tuition for full-time doctoral students (9 credit hours/semester) in good standing across the 4-year degree plan (up to 8 long semesters). Off-campus paid employment is strictly prohibited.

5.2 Travel Grants & Conference Funding

- **Departmental Travel Funding:** To apply for departmental conference travel funds, students must send an email to the Director of Graduate Studies (DGS) attaching the official conference paper acceptance letter.
- **Cullen Fellowship Travel Grant:** Available exclusively to GTF recipients. Covers 75% of eligible conference travel costs up to \$750 (the Department covers the remaining 25%). Information and applications are available on the UH Graduate School website under Fellowships.

- **Mandatory Pre-Travel Authorization:** An official travel request must be submitted at least 4 weeks prior to departure. International travel must be registered with the International Travel Registry. Late submissions forfeit reimbursement eligibility.

SECTION 6: CODE OF CONDUCT, CATALOG GOVERNANCE & UNIVERSITY POLICIES

6.1 UH Graduate Catalog Governance

Catalog Year Governance: The UH Graduate Catalog specifies all official university procedures, academic policies, student rights, and institutional responsibilities. The catalog requirements in effect during the academic year the student entered the program govern their degree plan.

6.2 Code of Conduct & Professional Standards

It is fundamental that every individual act with integrity, courtesy, and responsibility. This entails:

- **Mutual Respect:** All opinions and experiences must be valued. Each person is expected to express themselves constructively, avoiding comments or attitudes that could be interpreted as harassment, discrimination, or intimidation.
- **Collaboration and Support:** Our department is enriched by a diversity of ideas and experiences. We foster an environment where all voices are heard and collaboration among students, faculty, and administrative staff is actively promoted.
- **On-Campus and Off-Campus Conduct:** As members of the University community, our behavior is not limited strictly to the academic sphere. The image and core values of our department must also be reflected in external interactions, living arrangements, and community activities.

Consequences of Non-Compliance

- **Warnings and Advising:** In minor cases or when there is an opportunity to correct behavior, formal warning and advising processes will be initiated to help remedy unprofessional conduct.
- **Formal Investigation:** In cases involving harassment or discrimination, complaints will be referred directly to EOS or **Title IX** (see section above).
- **Disciplinary Sanctions:** Depending on severity, sanctions may include loss of funding, assistantships, or dismissal from the Ph.D. program.

6.3 Academic Standing, GPA & Incompletes

- **Minimum GPA Requirement:** Courses with grades below B (3.00) do not count toward the degree. TAs/RAs must maintain a cumulative GPA of at least 3.20. Two C grades will result in automatic dismissal from the program.
- **Incompletes:** All incomplete ('I') grades must be resolved before advancing to candidacy in Semester 4. Carrying incompletes disqualifies students from TA/TF appointments and summer teaching.
- **Degree Completion Timeline:** All degree requirements must be completed within 4 years of initial enrollment (maximum limit allowed by Graduate School is 10 years).

6.4. Departmental Disciplinary & Academic Dismissal Authority

Maintaining good academic standing and adhering to professional standards of conduct are mandatory conditions for remaining in the doctoral program.

- **Departmental Reservation of Rights:** The Department Graduate Committee reserves the right to terminate a student's enrollment at any point in the program for documented academic or disciplinary reasons.
- **Scope of Policy:** This authority applies to all graduate students **regardless of semester standing, area of concentration, or degree progress** (including students who have completed qualifying exams and advanced to candidacy).
- **Three-Warning Rule & Escalation:** Dismissal action will occur if a student receives **three (3) formal written warnings** regarding academic performance or professional conduct and fails to satisfactorily resolve or correct the cited deficiencies within the specified timeline.

6.5 Email Etiquette

Instructors and RAs must read all departmental emails carefully and respond promptly to requests from the Language Program Director or APP supervisors, especially regarding course assignments, deadlines, and evaluation dates.

7. Program Checklist for Students

- ◇ 36 Semester Credit Hours of Graduate Coursework Completed (Years 1–2)
- ◇ U.S. Latino Course Requirement Met
- ◇ Out-of-Concentration Course Requirement Met (Max 2 external classes with approval)
- ◇ Dissertation Committee Formed (MANDATORY BY END OF SEMESTER 3)
- ◇ Qualifying Examinations Approved (ABD by fourth semester)/ Proposal Approved and Defended
- ◇ Second Language Reading Proficiency Requirement Fulfilled (Coursework or Exam)
- ◇ Local Houston Residence Maintained Across All 4 Years
- ◇ Dissertation Defense
- ◇ Dissertation Submission to CLASS and M.D. Anderson Library.