

**Plan of Study Form for Semesters:
Doctor of Philosophy Degree in Industrial and Systems Engineering (ISE)**

Student Name (please print): _____

A student's program of study consists of a Primary area of concentration and at least two Secondary areas of concentration. At least one Secondary area of concentration must be in an area of study other than ISE.

Primary area of concentration: Consists of a group of at least 15 semester hours of graduate course work representing a coherent theme of inquiry and study.

Title of Primary Concentration Area:	Courses (number, title and credit hours)
Concentration Committee Members	
1.	
2.	
	Total Primary Area Credit Hours:

Secondary concentration #1: Consists of at least 6 semester hours of graduate course work representing a coherent theme of inquiry and study.

Title of Secondary Concentration Area:	Courses (number, title and credit hours)
Concentration Committee Member:	
	Total Secondary Area Credit Hours:

Secondary concentration #2: Consists of at least 6 semester hours of graduate course work representing a coherent theme of inquiry and study outside of ISE.

Title of Secondary Concentration Area:	Courses (number, title and credit hours)
Concentration Committee Member:	
	Total Secondary Area Credit Hours:

Graduate Seminar: A student's program of study shall consist of at least 3 semester hours of Research Seminar. List the course(s) taken to fulfill the 3 semester hour minimum requirement.

Graduate Seminar Courses (number, title and credit hours)
Total Graduate Seminar Credit Hours:

	Approval Signatures	Date
Student:		
Faculty Advisor:		
ISE Graduate Chair:		

INSTRUCTIONS FOR STUDENT

The first step to complete this form is to arrange a meeting with your faculty advisor. You and your advisor will discuss a viable plan of study, complete the ISE Ph.D. Plan of Study form, and obtain your faculty advisor's signature. You should also sign the form, and then seek an approval signature from the ISE Graduate Chair. A copy of this form should be provided to the ISE Graduate Coordinator to be placed in your graduate file in the ISE main office (210 Baker Systems). It is also your responsibility to provide a copy of the ISE Ph.D. Plan of Study form to your faculty advisor. The Plan of Study must be approved prior to registration for the second semester of study.

If any significant changes to your Plan of Study are made as you progress through your program (e.g. substitute courses, change in primary or secondary areas of concentration, etc.), it is your responsibility to seek formal approval of those changes from your faculty advisor. This can be done by writing-in the changes on the originally submitted ISE Ph.D. Plan of Study form, and obtaining the faculty advisor's initials and date next to the changes.

This form also serves as a convenient checklist for you, your faculty advisor, and the ISE Graduate Studies Chair to verify that all ISE doctoral program coursework requirements for the Primary area of concentration, Secondary areas or concentration, and Graduate Seminar have been met in preparation for your Candidacy Examination.

When you are ready to take the Candidacy Examination, you should file an *Application for Candidacy* through GradForms.osu.edu (the exam date, time, and room are required in order to submit the *Application for Candidacy*). You are responsible for completing the *Application for Candidacy* through Grad Forms no later than 2 weeks prior to the date for the oral portion of the Candidacy Exam. **This is an OSU Graduate School deadline.**

Candidacy Examination Committee members will be granted access to the student's *Report on Candidacy* in GradForms.osu.edu to post a satisfactory / unsatisfactory decision, once the exam has begun. A decision must be posted by *each* committee member before the *Report on Candidacy* will be accepted by the Graduate School.