

NURSING, DOCTOR OF PHILOSOPHY

The goal of the PhD program at the Johns Hopkins School of Nursing is to prepare the leaders in nursing science development. Graduates will be prepared for careers as nurse scholars to conduct research that advances the discipline of nursing, health, and health care quality. The school offers an individualized program in selected areas of research congruent with student's area of interest and the expertise of the research faculty. A key feature of the program is an intensive mentored research experience with an active investigator who has an established program of funded research. In addition to the diverse research interests of the School of Nursing faculty, students have access to the entire Johns Hopkins University, which fosters interdisciplinary and international research projects.

Quality is the defining characteristic of academic life at Johns Hopkins and the School of Nursing. Each student completes a core curriculum and works closely with a faculty advisor to complete an individualized course of study that fulfills the student's goals and develops the basis for a program of research. The length of the program is expected to be the equivalent of four to five years of full-time study. Students must complete the program within 7 years. The Doctor of Philosophy of Nursing (DNP) to Doctor of Philosophy Nursing (PhD) pathway* can be done in less than 4 years.

Doctor of Nursing Practice (DNP) to Philosophy in Nursing (PhD) Pathway

This program is a full time PhD program for those who have already completed a DNP Program. Now advance your DNP project's research from clinical implementation to scientific discovery with a PhD in Nursing from Johns Hopkins and get credit for the work you've already done. You may carry over 9 elective credit hours from your DNP program to the PhD program. This reduces the elective credit load to 10 instead of 19 elective credits for the PhD program. With this decreased course load the degree program can potentially be completed in 3 years based on growth from prior DNP work, but that is not a requirement of the program. Please follow the overview, requirements, sample program and learning outcomes as written for the PhD program for all aspects of the DNP to PhD pathway. (<https://nursing.jhu.edu/academics/programs/doctoral/phd/dnp-to-phd.html>)

Funding for PhD Program

Qualified students interested in the PhD program may be eligible to receive tuition, JHU health insurance and stipend support through the School of Nursing. Complete information is available by contacting the PhD Program Administrator at SON-PhDProgram@jhu.edu

Please Note: In the following Curriculum and Plans of Study, School of Public Health courses (PH.XXX.XXX) are offered on the quarter system and are depicted here as [credits & units] and count accordingly in each school. The course directory for the Public Health courses (PH) is available at SPH Course Directory (<https://www.jhsph.edu/courses/>)

Summer Registration

PhD students register for all fall and spring semesters from matriculation to degree completion. The only exceptions are students on an approved leave of absence.

Students will register for the summer semester if they:

1. take a course;
2. request to complete the preliminary oral exam;
3. defend their dissertation; or
4. graduate (F1 Visa Students).

Students who successfully defended their dissertation within the spring semester, but who will graduate in the summer semester, are not required to register (with the exception of F1 Visa Students).

If a student is not registered for other summer coursework, registering for 1 credit of Dissertation Research is typically sufficient for the summer semester for those students planning their dissertation defense in the summer semester.

Students should work with their faculty mentor, PhD Program Director, and the Registrar's Office to determine their appropriate student status given their activities during the semester. All students should register prior to the first day of classes in all terms.

PhD Program Research Residency Guidelines

The research residency is an important pedagogical aspect of the PhD program regardless of funding source or student status, full or part time. Students should commit to a research residency each semester – including summer - across the entire period of baseline funding from the JHSON. The purpose of the research residency requirement for the PhD program is to provide full time students with research training. The goal of the research residency is for the student to have experiences in aspects of research that will facilitate embarking on a career of research and scholarship. Given that publication is a vital outcome of any PhD program, the research residency mechanism is an ideal one from which to publish. It is important to point out that not all research training experiences will be the same.

1. Decisions regarding research training experiences ultimately rest with the primary research mentor and the student; however, there are several relevant guidelines, outline on the following page:
 - An average of 15 hours per week (-) should be devoted to the research residency and are covered by the program funding. Ideally, the student will be a part of a research team. Timesheets are available from the PhD Program Administrator to assist in tracking these hours. After completing the required research residency hours, students may choose to serve as an RA for additional time for compensation.
 - The range of experiences may include but are not limited to: conceptualization of a study, grant writing, review of literature, data collection, data management, data analysis, preparation of manuscripts, presentations, and laboratory experiences.
 - It is highly desirable that the student participates in a variety of research endeavors throughout the residency. There is benefit to be gained from spending "time at task".
2. Setting goals and objectives for the research residency.
 - It is important to have realistic and objective goals and outcomes to both ensure that there are meaningful research training experiences and that research training experiences are documented in the student portfolio.
 - The student and mentor shall devise research training goals for full time year around research training experience as well

as each semester the student is a research trainee. It is also recommended that the overall goals are reviewed each semester.

- Measurable outcomes addressing each goal should be articulated and monitored for achievement. Outcomes that are salient may include: the development of protocols, publications, presentations, and objective evidence of the above-mentioned range of experiences or other experiences that are deemed appropriate.
3. It is required that each student include one semester of research training away from the primary mentor during the full-time year around residency during the baseline three-year SON supported course of study and stipend. The decision as to who the student will work with is to rest among the student, primary research mentor and the prospective researcher (Matching students with faculty will be determined collaboratively by the student, primary research mentor, the prospective researcher, with support from the PhD Program leadership.):
- The development of goals and objectives is similarly important for this research training experience.
 - Evidence of a successful time away from the primary research mentor would include similar measurable outcomes as described above.
 - Exceptions for this requirement can be considered on a case by case basis. Please consult with the PhD Program Director.
4. Given the pedagogical importance, a research residency is also required for part time students with the following considerations:
- Research residency hours should be proportional to the number of credit hours, e.g., 5 – 10 hour per week
 - Flexibility in the requirements for part time students is important. Examples of times during which research experiences can be suggested include semester breaks, weekends, evenings, and during the summer.
 - The JH requirement for two successive semesters of full time study will facilitate a similar 15 hour per week research experience during this time for part time students.

PhD Program Teaching Residency Guidelines

Every PhD Student will serve as Teaching Assistant (TA) for at least one course without compensation prior to graduation. The required TA experience will be up to 10 hours per week. After completing their required TA residency, students may choose to serve as a TA for additional courses for compensation.

The purpose of the TA experience is to advance the student's socialization into the teaching role of the faculty member. Program Directors will determine the availability and approval of courses to count toward the TA experience. Specific learning objectives for the required TA experience will be developed by the student with input from the student's PhD advisor and the mentoring course coordinator. Learning activities may include but are not limited to:

- Course planning and syllabus development
- Lecturing
- Leading interactive learning exercises,
- Using of information technologies to facilitate learning
- Measuring student mastery of knowledge and skills
- Test construction and item analysis
- Assigning and grading papers

- Development of teaching strategies for a class with students of varying abilities
- Determining student grades
- Evaluating student satisfaction
- Participating in curriculum planning and evaluation meetings
- Working with others to plan and conduct an educational research project.
- Working with others to publish a paper on a course or teaching method.
- Attending a national or international nursing education conference

Students should be able to articulate how their teaching and learning philosophy is grounded in their philosophy of the human person. Other areas of critical inquiry and reflection may include theories of learning; duties of teachers and students; virtues of teachers and students; and the objective of the education of nurses at all three levels.

Students considering The Nurse Educator Certificate Option (NECO) should discuss with their advisor whether to apply one of their teaching residencies to the teaching practicum (NR.110.543 Teaching Practicum) which is optional within the NECO.

Evaluation: Upon completion of each assigned course, the graduate TA and the faculty of the graduate TA are expected to submit their evaluations to the Academic Program Administrator. Completed evaluations will be discussed at the PhD Curriculum Committee to monitor the quality of TA experiences and also will be shared with relevant Program Directors to be considered for future TA assignments. TAs and the respective faculty member should be encouraged to include metrics in their course evaluations to assess the effectiveness of the TA.

PhD Student Scholarly Progression

PhD students are required to achieve various milestones (see below) in progressing through the program that culminate in the dissertation. These processes serve to assure quality of the scholarship and rigor of the scientific process. Progress/milestones completed will be reviewed in year 3 to approve additional funding of tuition and stipend in year 4.

- Annual Review (https://webapps.nursing.jhu.edu/secure/phd_progress/) with advisor
- Annual Review with Dissertation Committee members
- Comprehensive Examination (https://e-catalogue.jhu.edu/nursing/doctoral-degrees/nursing-phd/Comprehensive_Exam_Application.docx)
- Preliminary Oral Examination (https://e-catalogue.jhu.edu/nursing/doctoral-degrees/nursing-phd/Preliminary_and_Final_Oral_Exam_Form_Oct_2021.docx)
- Final Defense (https://e-catalogue.jhu.edu/nursing/doctoral-degrees/nursing-phd/Preliminary_and_Final_Oral_Exam_Form_Oct_2021.docx)

Johns Hopkins University Mentoring Expectations

Please see the new Johns Hopkins University Mentoring Expectations (<https://provost.jhu.edu/education/graduate-and-professional-education-resources/phd-mentoring-policies-and-resources/>) and the new Johns Hopkins University Policy on Mentoring Commitments for PhD Students and Faculty (<https://provost.jhu.edu/wp-content/uploads/2019/08/JHU-Mentorship-Commitments-of-Faculty-Advisors-and-PhD-Students.pdf>) from the Provost's Office.

Annual Review with PhD advisor

1. Conducted in the Spring semester annually as the student prepares to complete an academic year (generally late March – early May)
2. Documents to review:
 - a. Individual development plan (https://e-catalogue.jhu.edu/nursing/doctoral-degrees/nursing-phd/Individual_Development_Plan_writeable_002_.pdf)
 - b. NIH Biosketch (<https://grants.nih.gov/grants/forms/biosketch.htm>)/CV
 - c. Clinical research skills checklist (https://e-catalogue.jhu.edu/nursing/doctoral-degrees/nursing-phd/Research_Residency_Goals.docx)
3. Complete online submission of progress (student (https://webapps.nursing.jhu.edu/secure/phd_progress/) and advisor (https://webapps.nursing.jhu.edu/secure/phd_progress/advisor/)) to release registration hold in SIS.

Annual Review with Dissertation Committee

1. Once the student has entered into candidacy, an annual meeting with the full dissertation committee is highly recommended
2. A review of student progress – academically and scientifically – along with additional development opportunities should be discussed

Challenges in study implementation should be reviewed, and the committee should offer support to help the student overcome the challenge or refine the study as appropriate

PhD Comprehensive Examination

PhD (https://e-catalogue.jhu.edu/nursing/doctoral-degrees/nursing-phd/Comprehensive_Exam_Application.docx) Comprehensive Exam (https://e-catalogue.jhu.edu/nursing/doctoral-degrees/nursing-phd/Comprehensive_Exam_Application.docx) **Application**

1. Student Status: This examination may be taken as early as the first summer following fall admission.
 - a. Students must have completed year one required nursing classes and statistics course work, totaling 24 credit hours, to sit for the Comprehensive Examination (with the exception of NR.110.827 Grant Writing and NR.110.891 Responsibilities & Activities of the Nurse Scientist, which need not be taken prior to this examination).
 - b. Students must be registered the semester prior to the examination and have all incompletes cleared from their record in order to take the Comprehensive Examination.
2. Purpose: The purpose of the written comprehensive examination is to validate the student's ability and skills to generate, synthesize, and critically analyze knowledge relevant to the discipline of nursing. Questions related to required nursing and statistics courses are administered by the program in Canvas.
3. Procedure:
 - a. The examination is offered the first week of June. All students are tested on the same days.
 - b. Students desiring to take the examination meet with their advisors to review eligibility and assure that all requirements have been met.
 - c. With the approval of the advisor, 30 days or more before the scheduled examination, the student completes the "Comprehensive Examination Application Form" and submits it to the PhD Program Director for approval. A copy of the approval form is kept on file in the students' personal folder in the PhD Program Director's office.
 - d. The PhD Program Director informs the PhD Curriculum Committee members of those students approved to take the Comprehensive Examination three weeks before the examination.
 - e. The PhD program office shall inform those taking the examination of its time and place and shall proctor the examination.
 - f. Students not taking the examination when scheduled due to personal reasons are not penalized and need only to reschedule.
4. Structure: The examination consists of two sessions (4 hours each) to test knowledge of required nursing program content.
 - a. Part A is given on Day 1 and is to be completed in 4 hours. Part B is given on Day 2 and is to be completed in 4 hours.
 - b. Students are required to type answers and submit exam answers via Canvas using Turnitin to the Program Administrator prior to 5p ET.
 - c. Students may access previously assembled references and materials, but are not to access the internet for searches. The use of reference or bibliography databases (such as endnote or reference manager) is not permitted.
 - d. Students should critically analyze and synthesize information in a logical manner, citing major authors.
 - e. Students should structure their time to incorporate any needed breaks.
5. Development, Administration, and Grading:
 - a. The PhD Curriculum Committee appoints the examination committee from Program faculty. The committee includes at least three members, one member having taught in the core theory sequence and one member having taught in the core research design and methods sequence.
 - b. The Program Director and Associate Program Director chair the 2 sections of the exam.
 - c. The committee develops integrating questions for the examination focusing on required nursing and statistics courses. The questions should test students' ability to synthesize nursing theory and research and statistics application.
 - d. The grade for each question is fail, conditional pass, or pass. To pass the examination, the student must receive a pass or higher score from a majority of the examination committee on all questions. The criteria for adequate completion of the examination are intended to facilitate the judgment of the Comprehensive Examination Committee as to whether the candidate has responded adequately to the questions.
 - e. The candidate's response should thoroughly address each aspect of each question as well as:
 - i. Reflect accurate, consistent, and appropriate application of concepts to the situation presented in the question.
 - ii. Show evidence of in-depth application and synthesis of the content of the courses.
 - iii. Reflect the appropriate use of references, e.g., statistical texts for statistical issues, and peer-reviewed journal papers.
6. Results:
 - a. Students are informed of their results in writing within 60 days after completion of the examination. The letter is copied to the student's advisor, the chair of the PhD Admissions, Progression and Graduation Committee, and the Registrar's Office. If the student fails to pass any component of the Comprehensive Exam,

the letter is also copied to the Associate Dean for Academic Affairs.

- b. Further feedback on students' performance may be obtained from their advisors.
- c. A student who fails the examination may repeat it once. The student should contact their academic advisor to discuss their academic difficulties and may be asked to write a letter to the chair of the PhD Admissions, Progression and Graduation Committee communicating any information including their plan for improvement.
- d. The repeat examination must be completed within one year of the original examination.
- e. The appeal process for grades applies to this examination.

PhD Preliminary Oral Examination

PhD Preliminary Oral Exam Form (https://e-catalogue.jhu.edu/nursing/doctoral-degrees/nursing-phd/Preliminary_and_Final_Oral_Exam_Form_Oct_2021.docx)

1. Student status: PhD students having successfully completed the written Comprehensive Examination must be registered for at least three credits consisting of two credits dissertation advisement plus one credit dissertation seminar in the fall and spring semesters they are progressing toward the degree (see above for summer semester registration requirements). Part-time students who have completed the Comprehensive Examination must register for two credits dissertation advisement plus one credit dissertation seminar each semester they are progressing toward the degree after completing half (11) of the required elective credits. Before undergoing the Preliminary Examination, students must:
 - a. complete all required and elective coursework;
 - b. have all incompletes cleared from their record;
 - c. have completed the Johns Hopkins University Residency requirement of 2 consecutive semesters, fall and spring, full-time study; and
 - d. be registered the semester of the examination, this includes summer semester.
2. Preliminary Oral Examination Committee Composition:
 - a. At least three of the five faculty members must be tenure track at the rank of assistant professor, associate professor, or full professor. This may include full time or part time faculty, visiting faculty, or emeritus faculty if they also hold the titles of assistant, associate, or full professor.
 - b. Three of the five members must be from the candidate's home department (SON). One of these must be at the Associate Professor level or higher.
 - c. Two members must be from outside of the candidate's home department (SON)
 - One (1) of the two outside faculty members must be within Johns Hopkins University, full-time tenure track holding rank of Professor, Associate Professor or Emeritus Professor who serves as Chair of the examination committee.
 - One (1) committee member from any department at the University (outside of the SON) or outside of the University pending committee approval
 - d. For DNP/PhD students, because the oral exam stands in place of the DNP exam, it is expected that the student's DNP advisor will be a voting member of the committee.

- e. Note: With approval, there is an option for a 6th, non-voting member. This option is likely to be most relevant for DNP/PhD students.

3. Purpose of Preliminary Oral Examination: The purpose of a preliminary examination is to test the depth and breadth of the student's knowledge and reasoning abilities. The scope of such an examination cannot, nor should it be, sharply defined. The examination committee can gain a feeling for the limits of the examination by a review of the candidate's formal course record and by knowledge of the school, group, department, or committee requirements (e.g., whether specific minor as well as major subjects are to be included).

Preliminary Oral Examinations are closed to all but the candidate and examination committee members. (Students are encouraged to arrange for a "Dry Run" presentation for colleagues and faculty input prior to exam.)

Students should refer to relevant oral examination guidelines under **PhD Program Dissertation and Final Oral Examination.**

1. Criteria for Selection of Examination Committee Chair and Members (Oral exam forms must be submitted to the Academic Program Administrator at least 60 days before the exam date) The initial review will be conducted by Program Director and APG (Admissions, Progressions and Graduate) Committee Chair. Then the form will go to the APG Committee for final approval. Approval must be received by the student before they can confirm scheduling and conduct their exam.

a.

Chair Selection: The Examination Committee chair will be the most senior ranking member of the committee, at or above the level of Associate Professor within the University but outside the School of Nursing. If two members have the same ranks, the chair is the one who has been in that rank the longest. However, if the most senior member is also the student's advisor/co-advisor, the second most senior-ranked member will be the Examination Committee chair.

- b. Faculty that do not have an earned Research Doctorate (e.g., DNP, MD), are not tenure-eligible (e.g., Practice-Education Track), or are from outside the University, must have Curriculum Vitae (CV) submitted to School of Nursing PhD Admissions, Progression and Graduation Committee for approval. This approval is only required the first time they serve on a SON committee.
- c. Each committee may include only 1 member who is not on faculty at Johns Hopkins University. Faculty members at other institutions and adjunct faculty must be reviewed and approved by the School of Nursing PhD Admissions, Progression and Graduation Committee prior to participation in the Oral Examination.
- d. SON faculty members are defined as those having primary appointment in the Johns Hopkins School of Nursing or who are assigned as the Faculty advisor.

Duties of the Chair

1. Preside at the examination.
2. Determine the scope, character, and conduct of the examination before the questioning begins.
3. Determine time allotments to inside and outside members of the committee.
4. Report the results of the examination to the candidate.
5. Report the results of the examination to the PhD Admissions, Progression and Graduation Committee immediately after the examination on the form provided for this purpose.
 - a. Duties of the Members:
 - i. Notify the Chair, Faculty advisor and Academic Program Administrator of inability to appear at designated time.
 - ii. Participate in the examination process.
 - b. Duties of the Alternate:
 - i. Notify the Committee chair, faculty advisor and Academic Program Administrator of inability to appear at designated time.
 - ii. Participate in the examination process as a committee member if one of the serving members of the committee fails to appear on the date of the examination.
 - iii. Alternate members not called to serve as committee members may attend the examination if they wish to do so, but may not ask questions or vote.
 - c. Dissertation Committee Optional Role: External Reader: An external reader is an individual with an earned research or clinical doctorate who offers additional content and/or methodological expertise but is not a regular member of the dissertation committee. Attendance at the dissertation oral examination is not required for the external reader. If in attendance, they may participate in the private portion of the exam at the discretion of the chair, but cannot vote on the outcome of the exam. In addition, the external reader may not be present during the voting.
 - d. Length of Examination: Examination process will start with a 20-minute presentation on the topic of the student's proposed dissertation research. The chair will ask for questions from the committee. The student will respond until all members of the committee have completed their questions. The committee will vote by private ballot on its evaluation of the examination with majority ruling. (Total examination period is expected to be about 2 hours.)
6. Results of the Examination: Students who successfully pass the examination will become PhD Candidates and are eligible to use this designation. The examination may result in one of the following outcomes:
 - a. If the candidate receives an unconditional pass (a majority of favorable votes), the committee is to be considered discharged.
 - b. If the candidate receives a conditional pass, the removal of the condition is to be reported to the School of Nursing PhD Admissions, Progression and Graduation Committee by the chair in writing, after which the committee is considered discharged.
 - c. If the candidate fails, the examination committee, through the chair, is requested to recommend a course for future action:
 - i. No re-examination.
 - ii. Re-examination by the same committee.
 - iii. Re-examination in written form and conducted by the same committee.
 - iv. Re-examination by a new committee. If the recommendation is for a new committee, at least one outside member of the original committee shall be appointed to the new committee.

The committee may recommend whatever action in its judgment seems desirable, taking into consideration the background of the student, their prior performance and future potential, and reactions to oral questioning. The School of Nursing PhD Admissions, Progression and Graduation Committee will be guided by these recommendations and will assume responsibility for whatever actions are taken. Stipulations and/or Re-examination: If there is a recommendation for re-examination, the examination can be repeated once, but only once, and must be repeated within one calendar year. The committee may also make recommendations for the conduct of the proposed research that do not affect the outcome of the examination; the student's advisor will help them incorporate such recommendations into the proposal.

- ¹ Faculty who do not have an earned Research Doctorate (e.g., DNP, MD), are not tenure-eligible (e.g., Practice-Education Track), or are from outside the University, must have Curriculum Vitae (CV) submitted to School of Nursing PhD Admissions, Progression and Graduation Committee for approval
- ² Each committee may include only 1 member who is not on faculty at Johns Hopkins University. Faculty members at other institutions and adjunct faculty must be reviewed and approved by the School of Nursing PhD Admissions, Progression and Graduation Committee prior to participation in the Oral Examination. Occasionally, one adjunct or one scientist faculty member, but not both, may serve on the Committee. Neither may serve as the Chair.
- ³ SON faculty members are defined as those having primary appointment in the Johns Hopkins School of Nursing
- ⁴ Each committee may include only 1 member who is not on faculty at Johns Hopkins University. Faculty members at other institutions and adjunct faculty must be reviewed and approved by the School of Nursing PhD Admissions, Progression and Graduation Committee prior to participation in the Oral Examination. Occasionally, one adjunct or one scientist faculty member, but not both, may serve on the Committee. Neither may serve as the Chair.

PhD Program Dissertation and Final Oral Examination

PhD Program Dissertation and Final Oral Examination Form (https://e-catalogue.jhu.edu/nursing/doctoral-degrees/nursing-phd/Preliminary_and_Final_Oral_Exam_Form_Oct_2021.docx)

1. Student status: PhD candidates in the School of Nursing must be registered for at least 3 credits per semester (not including summer, unless defending during the summer semester) after passing the preliminary oral examination until taking the final oral examination. Specifically, students are to take no less than NR.110.890 Dissertation Seminar Dissertation Seminar, 1 credit, and NR.110.899 Dissertation Dissertation Research, 2 credits, both fall and spring semester unless they are on an approved leave of absence. The student must be registered the semester prior to the examination. All students must complete all requirements for the PhD Degree within seven (7) years of matriculation (excluding any Leaves of Absence).

Nota Bene: If students are the holders of a research training grant (such as NRSA), they must also comply with the academic requirements of that award.

2. Dissertation and Final Oral Examination Committee Composition: (Oral exam forms must be submitted to the Academic Program Administrator at least 60 days before the exam date) The initial review will be conducted by Program Director and APG (Admissions, Progressions and Graduate) Committee Chair. Then the form will go to the APG Committee for final approval. Approval must be received by the student before they can conduct their exam.
 - a. At least three of the five faculty members must be tenure track at the rank of assistant professor, associate professor, or full professor. This may include full time or part time faculty, visiting faculty, or emeritus faculty if they also hold the titles of assistant, associate, or full professor.
 - b. Three of the five members must be from the candidate's home department (SON). One of these must be at the Associate Professor level or higher.
 - c. Two members must be from outside of the candidate's home department (SON)
 - One (1) of the two outside faculty members must be within Johns Hopkins University, full-time tenure track holding rank of Professor, Associate Professor or Emeritus Professor who serves as Chair of the examination committee.
 - One (1) committee member from any department at the University (outside of the SON) or outside of the University pending committee approval
 - d. For DNP/PhD students, because the oral exam stands in place of the DNP exam, it is expected that the student's DNP advisor will be a voting member of the committee.
 - e. Note: With approval, there is an option for a 6th, non-voting member. This option is likely to be most relevant for DNP/PhD students.
3. Student Responsibilities:
 - a. Consult with the advisor regarding the composition of the Dissertation Committee.
 - b. Procure agreement of the faculty members to serve on the Examination Committee and arrange a time suitable to all members (including alternates) at least 60 days before the exam.
 - c. Initiates Oral Exam for the PhD Degree form to obtain approval of Dissertation Committee composition and members from the PhD Admissions, Progression, and Graduation Committee at least 60 days in advance of the exam. The Oral Exam for the PhD Degree form should be accompanied by CVs of proposed dissertation committee members meeting any of the following criteria: (a) holds a non-Research Doctorate, (b) not tenured or tenure-eligible at Johns Hopkins University, or (c) does not have a primary faculty appointment at Johns Hopkins University. Form and accompanying CV(s) should be submitted to the PhD Admissions, Progression, and Graduation Committee for approval at least 60 days in advance of the scheduled exam. Exams with forms submitted less than 60 days in advance of the scheduled exam, if approved under special circumstances, will automatically be held remotely.
 - d. Obtains JHMIRB approval or Animal Research Committee approval (with advisor as PI of record) before initiating dissertation research.
 - e. Executes research under the supervision of dissertation advisor.
 - f. Keeps advisor informed of progress while conducting research, requesting meetings with advisor and Dissertation Committee members as appropriate.
 - g. Writes the dissertation according to the "SON Guidelines for Writing the PhD Dissertation."
 - h. After obtaining advisor's approval, initiates preliminary scheduling for Final Oral Examination, working with the Academic Program Administrator to coordinate program support and final scheduling.
 - i. Submit dissertation to Dissertation Committee at least 3 weeks before anticipated Final Oral Examination.
 - j. After approval of the dissertation, submit final version to the Sheridan Library's Electronic Thesis & Dissertation (EDT) Program.
 - k. Prepares a manuscript to include at least some of the results of the dissertation to be submitted to an appropriate journal before graduation.
4. Purpose of Dissertation and Final Oral Examination: While the purpose of the preliminary oral examination is to test the depth and breadth of the student's knowledge and reasoning abilities in areas germane to the dissertation, the major focus of the final oral examination is the dissertation. Questions should be relevant to or based on the dissertation research including implications of the results.
5. Conduct of the Dissertation and Final Oral Examination
 - a. Chair Selection: The Examination Committee chair will be the most senior ranking member of the committee, at or above the level of Associate Professor within the University but outside the School of Nursing. If two members have the same rank, the chair is the one who has been in that rank the longest. However, if the most senior member is also the student's advisor/co-advisor, the second most senior-ranked member will be the Examination Committee chair.
 - b. Duties of the Chair.
 - i. Preside at the examination.
 - ii. Determine the scope, character, and conduct of the examination before the questioning begins in concert with the Dissertation Chair (advisor).
 - iii. Determine time allotments to members of the committee.
 - iv. The chair is responsible for enforcing time limits and not exceeding 2 hours in total.
 - v. The student advisor reports the results of the examination to the PhD Program Director and the Executive Vice Dean immediately after the examination on the form provided for this purpose.
 - c. Duties of the Members:
 - i. Notify the Committee chair, faculty advisor and Academic Program Administrator of inability to appear at designated time.
 - ii. Participate in the examination process.
 - d. Duties of the Alternate:
 - i. Notify the Committee chair, faculty advisor and Academic Program Administrator of inability to appear at designated time.
 - ii. Participate in the examination process as a committee member if one of the serving members of the committee fails to appear on the date of the examination.
 - iii. Alternate members not called to serve as committee members may attend the examination if they wish to do so, but may not ask questions or vote.

Dissertation Committee Optional Role – External Reader: An external reader is an individual with an earned research or clinical doctorate who offers additional content and/or methodological expertise but is not a regular member of the dissertation committee. Attendance at the dissertation oral examination is not required for the external reader. If in attendance, they may participate in the private portion of the exam at the discretion of the chair but cannot vote on the outcome of the exam. The external reader is not present during the voting.

Length of Examination: The examination process will begin with a 30-minute public presentation followed by 30 minutes of questions from the audience (Total of 1 hour for the Public Portion). The committee then meets in private with the candidate for questions (Total Time of 2 hours for the Private Portion). The chair will ask for questions from the committee. The student will respond until all members of the committee have completed their questions. The committee will vote by private ballot on its evaluation of the examination with majority ruling (total time of exam not to exceed 3 hours).

6. Results of the Examination: The examination may result in one of the following outcomes:
- If the candidate receives an unconditional pass (a majority of favorable votes), the committee is to be considered discharged.
 - If the candidate receives a conditional pass, the exact terms of the condition are to be reported on the examination form, i.e., what course(s), if any, need to be taken, in what time frame the condition(s) should be met, and any other pertinent information that will point out clearly to both the student and the faculty how to satisfy the condition(s). As soon as all conditions have been met, the chair of the Examination Committee must report the removal of the condition in writing to the Doctor of Philosophy Board. The committee is then discharged. The removal of the condition is to be reported to the PhD Program Director and the Executive Vice Dean by the Dissertation Committee chair via the written "Reader's Report," after which the committee is considered discharged.
 - If the candidate fails, the Examination Committee, through the chair, is requested to recommend a course for future action:
 - No re-examination.
 - Re-examination by the same committee.
 - Re-examination in written form and conducted by the same committee.
 - Re-examination by a new committee. If the recommendation is for a new committee, at least one outside member of the original committee shall be appointed to the new committee.
 - The two committee members designated by the PhD Admissions, Progression and Graduation Committee as Doctor of Philosophy Board Readers will be responsible for approving the final Readers' Report after the student has finished all revisions. The report shall be submitted to the School of Nursing Registrar's Office with a copy to the PhD Program Director and the Associate Dean for Academic Affairs.

- ² Each committee may include only 1 member who is not on faculty at Johns Hopkins University. Faculty members at other institutions and adjunct faculty must be reviewed and approved by the School of Nursing PhD Admissions, Progression and Graduation Committee prior to participation in the Oral Examination. Occasionally, one adjunct or one scientist faculty member, but not both, may serve on the Committee. Neither may serve as the Chair.

Steps of Successful Completion of Final Oral Exam

- Make edits to the written dissertation with guidance from the advisor and committee
- Send a copy of the final abstract and title to the Academic Program Administrator (SON-PhDProgram@jhu.edu)
- Send a copy of CV and post-graduation plans to the Academic Program Administrator (SON-PhDProgram@jhu.edu)
- Follow formatting guidelines for the dissertation Electronic Thesis Submission: <https://www.library.jhu.edu/library-services/electronic-theses-dissertations/formatting-guidelines/>
 - Make sure to read the submission check list: <https://www.library.jhu.edu/library-services/electronic-theses-dissertations/submission-checklist/>
- Submit dissertation to the library (directions included in link above)
- Submission Deadlines: <https://homewoodgrad.jhu.edu/academics/graduate-board/deadlines/>
 - Students must submit completed edits of an electronic copy of the dissertation to the Welch library and receive a receipt from the library confirming that the electronic thesis has been accepted by the deadline for the current semester when they defend. If unable to do so, they will have to register for one credit of dissertation seminar for the semester following the defense.
- Forward a copy of the library receipt to the Academic Program Administrator (SON-PhDProgram@jhu.edu)
- Apply to graduate if not already completed.
 - The application for graduation is available online via SIS. <https://sis.jhu.edu/sswf/>

Dissertation Guidelines for Manuscript Format

Chapter 1

- Integrated knowledge of field, identification of gaps in the selected science and provision of a theoretical foundation for the research

Chapters 2-4: Manuscripts 1, 2, 3

Chapter 5

- Concise summary tying work together
- Discussion of the contribution this research makes to the related field of science (new knowledge)
- Complete list of references

Appendices (optional):

¹ Faculty who do not have an earned Research Doctorate (e.g., DNP, MD), are not tenure-eligible (e.g., Practice-Education Track), or are from outside the University, must have Curriculum Vitae (CV) submitted to School of Nursing PhD Admissions, Progression and Graduation Committee for approval.

- Analysis not in manuscripts (tables, and/or narrative)
- Instruments
- Methods details not in the manuscript

Guidelines

1. A minimum of three manuscripts ready for submission to a peer-reviewed journal
2. Student must be first author
3. Subject must be student's original research
4. Subject to approval of Dissertation Committee
5. Can be a combination of manuscript types, (at least one must be data-based, two data-based manuscripts are encouraged if the data allows for this) such as:
 - a. Literature review article
 - b. Methodological
 - c. Concept analysis and/or theory application
 - d. Instrument development
 - e. Results

May also be results from three separate but related experiments
6. Timing: Articles must be produced while the student is matriculated in the SON PhD Program

Example of Reference List Format

American Psychological Association (2019). *Publication Manual of the American Psychological Association*

(7th Ed.). Washington, DC: APA.

Gross, D., Alhusen, J., & Jennings, B.M. (2012). Authorship ethics with the dissertation manuscript option.

Research in Nursing & Health, 35, 431-434.

International Committee on Medical Journal Editors (ICMJE) (2010) *Uniform Requirements for Manuscripts*

Submitted to Biomedical Journals, www.icmje.org/urm_main.html (http://www.icmje.org/urm_main.html), Accessed on November 25, 2012.

Mangiardi J.R. & Pellegrino E.D. (1992). Collegiality: What is it? *Bulletin of the New York Academy of*

Medicine, 68(2), 292-296.

McCammon S.D. & Brody H. (2012). How virtue ethics informs medical professionalism. *Health Education*

Forum, Nov 9. [Epub ahead of print]

To comply with copyright law, it is important that you do not include journal proofs or printed articles unless you receive permission from the journal in which your work has been published. You should include the word processing format (i.e., MSWord) in the dissertation. Be sure to include the full citation for the manuscript, indicating it has been published, has been accepted for publication, or under review as appropriate.

Program Requirements Curriculum

Code	Title	Credits
Core Courses ¹		
NR.110.800	Philosophical Perspectives in Health	3
NR.110.814	Scientific Perspectives in Nursing	3
NR.110.815	Qualitative Research Designs and Methods	2
NR.110.809	Quantitative Research Design and Methods	3
NR.110.816	Mixed Methods Research Designs	2
NR.110.827	Grant Writing	1
NR.110.828	Measurement in Health Care Research	2
NR.110.891	Responsibilities & Activities of the Nurse Scientist	2
Statistics Courses		
PH.140.621	Statistical Methods in Public Health I	4
PH.140.622	Statistical Methods in Public Health II	4
PH.140.623	Statistical Methods in Public Health III	4
Elective Courses ²		
NR.110.805	Advanced Seminar in Health Equity Research	1
NR.110.832	Writing for Publication	1
NR.210.823	Special Topics: Qualitative Design and Implementation	2
or NR.110.817	Special Topics: Qualitative Design and Implementation	
NR.110.817	Special Topics: Qualitative Design and Implementation	2
NR.110.824	Stress and Stress Response	2
NR.110.818	Special Topics in Violence Research	1
NR.110.810	Theory & Concepts of Health Behavior and Health Promotion	3
NR.110.835	Current Issues and Trends in Cardiovascular Health Promotion Research	1
PH.140.624	Statistical Methods in Public Health IV	4
Dissertation (3 credits each Fall and Spring semester beginning Yr 2 until completion of dissertation)		
NR.110.890	Dissertation Seminar	1
NR.110.899	Dissertation (Research)	2
Total Credits		50

¹ PhD students will be required to repeat a course if they earn a grade below a B (83%) for core nursing courses, and a grade below a C (73%) in non-nursing core courses. PhD students can repeat more than one course one time.

² Electives can be taken through any division of Johns Hopkins University including the School of Public Health, School of Medicine, School of Engineering, and all of the Social Science Departments. Some SON elective courses are offered every other year. Please check with the Academic Program Coordinator regarding course offerings. Independent study credits do not count toward the 19 credits of electives required. Students may apply up to 6 credits of a 500 level course offering (in or outside the SON) toward their doctoral program requirements. The PhD Curriculum Committee has assigned 9 credits for the completion of the NIH Summer Genetics Institute, which may be applied to the PhD Program elective requirement.

Sample Program of Study

Course	Title	Credits
First Semester		
NR.110.800	Philosophical Perspectives in Health	3
NR.110.809	Quantitative Research Design and Methods	3
PH.140.621	Statistical Methods in Public Health I	4
PH.140.622	Statistical Methods in Public Health II	4
Credits		14
Second Semester		
NR.110.814	Scientific Perspectives in Nursing	3
NR.110.815	Qualitative Research Designs and Methods	2
NR.110.816	Mixed Methods Research Designs	2
NR.110.828	Measurement in Health Care Research	2
PH.140.623	Statistical Methods in Public Health III	4
Credits		13
Third Semester		
NR.110.827	Grant Writing	1
Credits		1
Fourth Semester		
NR.110.890	Dissertation Seminar ¹	1
NR.110.899	Dissertation (Research) ¹	2
Electives		10
Credits		13
Fifth Semester		
NR.110.890	Dissertation Seminar ¹	1
NR.110.899	Dissertation (Research) ¹	2
NR.110.891	Responsibilities & Activities of the Nurse Scientist	2
Electives		9
Credits		14
Sixth Semester		
NR.110.899	Dissertation (Research)	1 - 2
Credits		1-2
Total Credits		56-57

- Possess knowledge and skills in theoretical, methodological, and analytic approaches that will enable them to conduct research to discover and apply knowledge in nursing science, health, and health care.
- Assume a leadership role in nursing and in the broader arena of health care both nationally and internationally.

¹ PhD students will be required to repeat a course if they earn a grade below a B (83%) for core nursing courses, and a grade below a C (73%) in non-nursing core courses. PhD students can repeat more than one course one time.

² Electives can be taken through any division of Johns Hopkins University including the School of Public Health, School of Medicine, School of Engineering, and all of the Social Science Departments. Some SON elective courses are offered every other year. Please check with the Academic Program Coordinator regarding course offerings. Independent study credits do not count towards the 19 elective credits of electives required. Students may apply up to 6 credits of 500 level course offering (in or outside the SON) toward their doctoral program requirements. The PhD Curriculum has assigned 9 credits for the completion of the NIH Summer Genetics Institute, which may be applied to the PhD Program elective requirement.

Learning Outcomes

Upon graduation from the PhD program, students will: