

**Economics Graduate Group  
Ph.D. AND/OR MA DEGREE REQUIREMENTS**

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### **A. Introduction**

#### **1) Aims and Scope:**

Economics is a social science discipline focused on the study of human behavior, markets and the allocation of scarce resources. The discipline is increasingly problem-centered and evidence based, with the goal of informing policy decisions both in the private sector and the public sector. Consequently, contributing to the frontier of the discipline requires a mastery of an expansive economic theory incorporating insights from multiple perspectives in addition to rigorous training in state-of-the-art quantitative methods. The goal of the Ph.D. program in economics at UC Merced is to impart these skills and create researchers able to model complex real-world phenomena and marshal available evidence in order to advance our understanding of human behavior and facilitate efficient public and private policy. The program prepares students for careers in research or public policy.

The program consists of a core set of classes in economic theory and quantitative methods, followed by an econometrics-focused preliminary exam at the end of the first year. After the preliminary exam, students choose two field specializations in consultation with the Graduate Group Chair as well as a primary advisor. Field requirements are satisfied through additional coursework and, ultimately, a dissertation consisting of novel research which advances the frontier of scientific knowledge.

The Ph.D. program is designed to be full-time, and we do not accept students seeking to attend on a part-time basis. The M.A. degree is offered as an option for students admitted to the Ph.D. program, but we will not admit students seeking an M.A. as a terminal degree.

#### **2) Admissions Requirements:**

All students seeking admission to the Economics Graduate program must complete a formal application for admission. Applicants will use an on-line application to streamline the process. Applications are reviewed by the Graduate Studies Committee, which makes recommendations on admission to the Vice Provost and Dean of Graduate Education (VPDGE). The VPDGE makes final decisions on admission. The deadline for receipt of applications is December 15 for enrollment in the Fall semester. Enrollment in other semesters will not be typical, but may be considered on an individual basis.

Materials to be submitted include:

- Official application form
- Application fee
- Official transcripts from all prior university or college attendance
- An official Graduate Record Exam (GRE) score report (only the general tests are required)
- A statement of research interests and career goals

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- Three letters of recommendation from instructors or supervisors who can comment on the applicant's scholarly ability and promise as a researcher (letters from faculty are preferred).
- Test of English as a Foreign Language (TOEFL) or the International English Language Testing Service (IELTS) (where applicable). All graduate applicants -- regardless of citizenship -- whose preparatory education was principally in a language other than English, must show evidence of having recently taken the TOEFL or IELTS examination.

The minimum requirement for graduate admission to UCM is a bachelor's degree with a grade point average of 3.0 or greater on a 4.0 scale. Students who are required to take the TOEFL or IELTS exam must score at least 550 on the paper-based TOEFL score, 80 on the internet-based TOEFL exam (TOEFL iBT), or 7 on the IELTS exam. Performance on the GRE, undergraduate grades, courses taken, accomplishments in undergraduate research, and letters of recommendation will also be evaluated as important determinants of an applicant's potential for success in graduate education. Students with undergraduate degrees in Economics normally have a background that is well suited to the graduate study in Economics; however, applicants with other degrees (e.g., Mathematics, Engineering, Political Science, Psychology) are strongly encouraged to apply.

### **3) General Committees:**

#### **a) Graduate Studies Committee:**

The Graduate Studies Committee (GSC) serves as the Executive Committee for the Economics Graduate Group. As such the GSC subsumes the responsibilities of the Executive Committee, Membership Committee, Educational Policy Committee and the Admissions Committee. The GSC shall, in consultation with the Economics faculty, determine and implement policy for the good of the Group, establish and guide the educational requirements of the Group, and represent the interests of the Group to the University and other agencies. The GSC shall consist of three elected members (two core faculty members and the Graduate Group Chair). The GSC will make appointments to ad hoc committees (e.g., Preliminary Exam Committee and 3rd year paper committees) of the Group. The term of service to the GSC for each member will be three years. Members can serve multiple terms subject to the voting requirements for the GSC. The GSC will be chaired by the Graduate Group Chair. Voting rights for all matters pertaining the duties of the GSC will be retained by the three members.

The GSC shall have the following duties:

- Hear student grievances. Student grievances requiring adjudication may stem from disputed examination results, GSR appointment termination, or other issues. Students have the right to pursue grievances with the GSC, which will assemble, review pertinent information, and provide a written summary to the Graduate Group Chair within 30 calendar days of notification of the student grievance. Extensions may be granted in writing by the Graduate Group Chair when warranted by key parties on either side of

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the grievance (e.g., extended travel obligations, illness). GSC members who have a conflict of interest, for example if they are members of the examination committee that a student grievance involves, will recuse themselves from the review process, but may be interviewed by the remaining committee members. The Graduate Studies Committee will rule on the case. Students have the right to appeal this ruling to the Vice Provost and Dean of Graduate Education (VPDGE) within 30 calendar days. The VPDGE may request that the graduate group's Lead Dean and/or other appropriate parties investigate the student's concerns or grievances and determine appropriate resolutions. Ultimately, the final resolution of all disputes lies with the Dean of the Graduate Division as described in UC Merced's Graduate Advisors Handbook. In the event that the dispute involves the Graduate Dean in her/his role as a faculty member, then the final resolution of all disputes resides with the Provost and Executive Vice Chancellor.

- Establish and maintain documentation on the Economics Graduate Group Curriculum.
- Prepare and execute all reviews of the Economics Graduate Group program, including the seven-year review, WSCUC substantive changes, and other evaluations specified in this document.
- In consultation with the program faculty, coordinate and document proposed changes in programmatic requirements of the Economics Graduate Group program, and presenting proposed changes to the voting body, Graduate Council and WSCUC as needed. All changes to the programmatic requirements of the Economics Graduate Group curriculum and associated requirements must be approved by vote of the eligible Graduate Group Faculty.
- Review applications for admissions. The GSC will make recommendations for admissions to the Dean of Graduate Studies and explore graduate student support mechanisms.
- Recommend the allocation of intramural financial assistance, fellowships, and awards for new and continuing students. The GSC will create and staff additional committees as needed. Responsibility for the GSC duties may be delegated to an ad hoc committee (e.g., Preliminary Exam Committee and 3rd year paper committees) as GSC members see fit.

### **b) Duties of the Chair:**

Duties of the Chair:

- Oversee the progress of graduate students through the program, including satisfaction of degree requirements and advancement to candidacy, in coordination with group advisors, faculty and staff.

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- Represent the group faculty in all matters related to the degree program(s) to the Lead Dean, the Graduate Dean (VPDGE), the Graduate Council, and School Executive Committee(s).
- Determine resource needs and administer program budget, in consultation with group faculty, Lead Dean, and Graduate Dean (VPDGE).
- Oversee graduate student recruitment, graduate program website, admissions, and financial aid, in consultation with group faculty, Lead Dean, and Graduate Dean (VPDGE).
- Determine graduate course offerings each semester, including curriculum changes, in consultation with group faculty, and school staff and faculty involved in course scheduling and teaching assignments.
- Determine graduate course resource needs for equipment, staff support, and other resources, in consultation with faculty, Lead Dean, and Graduate Dean (VPDGE).
- Serve as graduate group Faculty Accreditation Organizer by overseeing annual program assessments and periodic program review, to monitor and maintain academic excellence.
- Consult with Deans in selecting and reviewing graduate support staff.
- Coordinate participation of the graduate group in School and University program activities, including graduate student fellowship and award programs.
- Develop and maintain a plan for promoting diversity among matriculated graduate students.
- Manage and respond to program feedback and inquiries from faculty, students, staff, and reviewers.

### **B. Master's Degree Requirements**

#### **1) Degree Plan II- Non-thesis:**

The Master's of Arts in Economics (Type II) is not intended as a stand-alone degree, but rather as an option for students admitted to the Ph.D. program. The optional M.A. serves as recognition of advancement in the degree program, though it is not a prerequisite for advancement. Ph.D. students will have the option to obtain a Master's of Arts in Economics (Type II) degree, either en route to a Ph.D. degree (non-terminal), or in lieu of a Ph.D. degree (terminal) if a student exits the graduate program prior to

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fulfilling the Ph.D. requirements. The recipient of an M.A. degree is understood to possess knowledge of a broad field of learning that extends well beyond that attained at the undergraduate level, but is not expected to have made a significant original contribution to knowledge in Economics or to be able to use sophisticated methodological tools to conduct independent research.

Requirements to receive the optional M.A. are:

- Complete at least four semesters of academic residency at UC Merced.
- Complete ECON 201A, ECON 201B, ECON 203A, ECON 203B, ECON 202 and ECON 204. An alternative equivalent course may be substituted for ECON 203A with the approval of the Graduate Group Chair.
- Complete 6 courses numbered between ECON 205 and ECON 252. With approval of the Graduate Group Chair, graduate-level courses from other departments may be substituted for any of these six required courses.
- Complete 48 units of graduate coursework, all taken for a letter grade.
- Have a cumulative GPA of 3.0 or higher.
- Receive a “Master’s level pass” on the Economics Preliminary Exam.
- Receive a “pass” on an M.A. Capstone Paper

### **a) Program Learning Outcomes (PLOs):**

Recipients of the M.A. degree will demonstrate a thorough understanding of a broad field of knowledge and provide evidence of accomplishment in the economics discipline. In keeping with this goal, M.A. recipients will:

1. Have demonstrated knowledge and proficiency in economic theory and econometrics.
2. Be able to communicate economic information verbally in a clear and concise manner to expert and non-expert audiences.
3. Have demonstrated the professional skills required to participate in the intellectual and organizational aspects of the economics profession.

### **b) Course Requirements - Core and Electives (total 48 units)**

#### **i) Core Courses (total 24 units)**

<b>Course Number</b>	<b>Course Name</b>	<b>Units</b>
ECON 201A	Microeconomics I	4
ECON 201B	Microeconomics II	4

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ECON 203A	Statistics/Econometrics I (or equivalent approved by Graduate Group Chair)	4
ECON 203B	Statistics/Econometrics II	4
ECON 202	Macroeconomics and Growth	4
ECON 204	Economic History	4

### ii) Elective Courses (total 24 units)

Course Number	Course Name	Units
ECON [205-252]	6 total elective courses, each 4 units numbered ECON 205-252; or graduate-level courses from other disciplines may be substituted with approval of Graduate Group Chair	24

### iii) Summary:

Students wishing to receive the M.A. in Economics degree must complete all six core courses listed above as well as six additional elective courses. These additional elective courses must be graduate-level and come from among the Economics Department's courses designated with ECON 205 – ECON 252 or, with the Graduate Group Chair Approval, from among graduate-level courses offered by other departments. In total, students must complete 48 units of coursework and be in residency at UC Merced for at least four semesters. No more than 12 units of graduate-level coursework may be completed in any one semester. The student must enroll in at least 12 units of coursework each semester.

### c) Special Requirements:

In addition to their performance on the Preliminary Exam, students must receive a passing grade on their M.A. Capstone Paper. The Capstone Paper should illustrate the student's ability to synthesize the material learned and apply it to their research topic. The M.A. Capstone Paper will be overseen and directed by the graduate student's Faculty Advisor.

The Capstone Paper must be turned in no later than the end of the Spring semester of the 2nd year. The M.A. Capstone Paper is the final benchmark for graduate students in the Economics M.A. program. The Capstone Paper must draw on material that the graduate student learned within their specialization (specialization courses are taken during the 2nd year) as well as the core courses taken in their 1st year. The paper may be a product generated within one of their specialization classes or outside of their course work. However, students will be encouraged to use one of their papers within their specialization courses as the foundation for the Capstone Paper.



The Capstone Paper should illustrate the student's ability to synthesize the material learned and apply it to a research topic. It is the Faculty Advisor's responsibility to judge the appropriateness of the research topic selected and to ensure that the graduate student remains on track to submit the M.A. Capstone Paper by the end of the Spring semester of their 2nd year. The M.A. Capstone Paper will be reviewed by the M.A. Capstone Paper Review Committee. This committee will be formed by Graduate Group Chair and consist of three faculty members within the Economics Graduate Group. In the M.A. Capstone Paper the graduate student must illustrate that they possess the skills and knowledge expected at the M.A. level. The syllabus for the M.A. Capstone Paper is contained in Appendix E3 of the approved program proposal and the rubric used to evaluate the M.A. Capstone Paper is contained in Appendix E10 of the same proposal (appended at the end of this document).

**d) Advancement to Candidacy:**

Students who choose the M.A. degree *en route* to their Ph.D. (non-terminal) must complete the Graduate Division form Final Report for the Master's Degree following the successful completion of the Fall semester of their 2nd year of study. Following completion of their M.A. Capstone Paper, due at the end of the Spring semester of their 2nd year, all other M.A. requirements will have been met at this point and the M.A. degree will be awarded, provided they meet the above criteria.

Students who opt for a terminal M.A. degree in lieu of the Ph.D. degree should inform their Faculty Advisor and the Graduate Group Chair of this decision prior to the start of their terminal semester (typically the Spring semester of their 2nd year). Students must complete the relevant portions of the Graduate Division form Application for Advancement to Candidacy at this time.

**e) Preliminary Examination:**

The Preliminary Exam proctored for those students wishing to obtain a Master's of Arts in Economics (Type II) is the same as the Preliminary Exam proctored for the Ph.D. program. The Exam is based on the identical set of courses (ECON 203A and ECON 203B) and will be taken at the end of their 1st year of study. When students take the Preliminary Exam they must be registered or in current filing fee status.

This exam consists of statistics/econometrics components and is graded by the Preliminary Exam Committee. The exam will be offered at least once per year at the end of the Spring semester; special additional offerings may be provided at the direction of the Graduate Group Chair. First year students must take the Preliminary Exam offered at the end of the first year. A grade of "master's pass" of the Preliminary Exam requires agreement by at least two members of the Preliminary Exam Committee.

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The Preliminary Exam Committee will grade all exams using the rubric outlined in Appendix E5 of the approved proposal (appended). A “master’s pass” will require less command of the material than a “(Ph.D.) pass” and the Preliminary Exam Committee must decide the appropriate level of performance. A student must receive a grade of “master’s pass” grade from at least two of the three Preliminary Examination Committee members to satisfy the (Master’s) Preliminary Examination requirement. A student who fails the exam will be allowed to retake it prior to the end of classes in the terminal semester, typically the fourth semester. A student who fails the (Master’s) Preliminary Examination twice will not be awarded the M.A. degree and will be unable to continue in the program.

### **2) Advising Structure and Mentoring:**

#### **a. Faculty Advisor**

Each incoming student is assigned to the Graduate Group Chair for advising. At the end of the first year, in consultation with students and faculty, the Graduate Group Chair will assign each student to a Faculty Advisor. The Faculty Advisor must be a member of UC Merced’s Economics Department faculty. The Faculty Advisor is expected to offer guidance in course selection and research foci. A graduate student must have a recognized Faculty Advisor at all times.

The faculty recognizes that under certain circumstances there may be valid reasons for a graduate student to want to change Faculty Advisor. Examples may include personality conflict, changes in research interests, and resignation of the Faculty Advisor from the faculty. If a student requests a change in Faculty Advisor, the faculty members in the Economics Department are expected to ensure a smooth transition that takes into account the needs of both the student and the faculty involved.

When a student decides a change in Faculty Advisor is in his/her best interest, he/she must obtain a clear commitment by the new Faculty Advisor to take on this responsibility. The new Faculty Advisor then needs to inform the former Faculty Advisor and the Graduate Group Chair of this change.

#### **b. Graduate Group**

The Graduate Group Chair, who is appointed by the Vice Provost and Dean of Graduate Education, is a resource for information on academic requirements, policies and procedures, and registration information. The Graduate Group Coordinator assists students with identifying appointments and general university policies. The Economics Graduate Group has adopted the Mentoring Guidelines approved by the UC Merced Graduate Council, which can be found at:

[https://graduatedivision.ucmerced.edu/sites/graduatedivision.ucmerced.edu/files/page/documents/ucm\\_mentoring\\_guidelines-\\_gc\\_approved\\_9\\_23\\_14-2\\_1.pdf](https://graduatedivision.ucmerced.edu/sites/graduatedivision.ucmerced.edu/files/page/documents/ucm_mentoring_guidelines-_gc_approved_9_23_14-2_1.pdf)

**3) Master’s Degree Committees:**

**a) Preliminary Exam Committee:**

The Preliminary Exam Committee is a three-member committee appointed by the Graduate Group Chair. Each member of the committee must grade the exam on a pass/master’s pass/fail basis. A student must receive a grade of “master’s pass” or higher from at least two members of the Preliminary Exam Committee to satisfy the Preliminary Exam requirement. Preliminary Exam performance is considered by the faculty as part of the first annual review of the student’s progress in the program.

**b) Capstone Paper Review Committee**

This committee will be formed by Graduate Group Chair and consist of three faculty members within the Economics Graduate Group. In the M.A. Capstone Paper the graduate student must illustrate that they possess the skills and knowledge expected at the M.A. level. The syllabus for the M.A. Capstone Paper is contained in Appendix E3 of the approved program proposal and the rubric used to evaluate the M.A. Capstone Paper is contained in Appendix E10 of the same proposal (appended).

**4) Normative Time to Degree:**

Students should complete all coursework requirement for the Master’s degree in four semesters total, and submit the M.A. Capstone Paper by the end of the fourth semester.

**5) Typical Timeline and Sequence of Events:**

<i>Year One</i>	<i>Fall</i>	<i>Spring</i>
	<i>ECON 201A – Microeconomics I</i>	<i>ECON 201B – Microeconomics II</i>
	<i>ECON 203A – Statistics / Econometrics I</i>	<i>ECON 203B – Econometrics II</i>
	<i>ECON 202 – Macroeconomics and Growth *or* Econ 204 – Economic History</i>	<i>ECON [205 – 252] – Elective graduate-level economics course</i>
		<i>Preliminary Exam – first attempt</i>
<i>Year Two</i>	<i>Fall</i>	<i>Spring (Comprehensive Exam completed)</i>
	<i>ECON 202 – Macroeconomics and Growth *or* Econ 204 – Economic History</i>	<i>ECON [205 – 252] – Elective graduate-level economics course</i>
	<i>ECON [205 – 252] – Elective graduate-level economics course</i>	<i>ECON [205 – 252] – Elective graduate-level economics course</i>
	<i>ECON [205 – 252] – Elective</i>	<i>ECON [205 – 252] – Elective graduate-</i>

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	<i>graduate-level economics course</i>	<i>level economics course</i>
		<i>Preliminary Exam – final attempt</i>

### 6) Sources of Funding:

Graduate students who received a funding offer with their admissions offer will have their financial support according to the terms of the funding offer. Funding will come through a combination of Teaching Assistantships, graduate Research Assistantships, and/or Fellowships. Master's students are typically not expected to be funded by such means; but they may receive a funding offer with their admissions offer. More information on financial support can be found in the [Graduate Policies and Procedures Handbook](#).

## C. Doctoral Degree Requirements

### 1) Program Learning Outcomes (PLOs):

Recipients of the Ph.D. degree will demonstrate a thorough knowledge of a broad field of learning and provide evidence of distinguished accomplishment through an original contribution to the knowledge within the discipline. Consistent with this goal, Ph.D. recipients will:

1. Have demonstrated knowledge and proficiency in economic theory and econometrics at a level to make an original contribution to the discipline.
2. Apply their knowledge of the relevant theories and methodologies used in the student's major and minor specialization to critically evaluate the literature and identify productive research questions.
3. Be able to communicate economic information verbally in a clear and concise manner to expert and non-expert audiences.
4. Be able to conduct independent research in the economics discipline that makes an original contribution to the literature.
5. Have demonstrated the professional skills required to participate in the intellectual and organizational aspects of the economics profession.

### 2) Course Requirements - Core and Electives (total 52 units)

#### a) Core Courses (total 36 units)

Course Number	Course Name	Units
ECON 201A	Microeconomics I	4

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ECON 201B	Microeconomics II	4
ECON 202	Macroeconomics and Growth	4
ECON 203A	Statistics/Econometrics I (or equivalent approved by the Graduate Group Chair)	4
ECON 203B	Econometrics II	4
ECON 204	Economic History	4
ECON 205	Applied Econometrics	4
ECON 290	Research Development I	4
ECON 291	Research Development II	4

Six of these courses must be taken in the first year unless otherwise approved by the Graduate Group Chair. While courses taken toward a graduate degree at another institution cannot be transferred for credit toward a Ph.D. at UCM, a course requirement may be waived if an equivalent course was completed satisfactorily at another institution. Students may petition the Graduate Group Chair to waive any of these requirements. The General Petition form should be used for all requests for waivers of course work.

### b) Elective Courses (total 16 units)

Course Number	Course Name	Units
ECON 2XX	Field course 1, Field 1 (e.g., Labor)	4
ECON 2XX	Field course 2, Field 1 (e.g., Labor)	4
ECON 2XX	Field course 1, Field 2 (e.g., Public)	4
ECON 2XX	Field course 2, Field 2 (e.g., Public)	4

Students must take at least four 2XX-level elective courses, two courses for credit toward each of two specializations, or “fields.” These field courses can be chosen from among predefined two-course sequences associated with standard fields, such as Labor economics. With the approval of the Graduate Group Chair and with the student’s primary advisor, however, custom fields can be constructed from two-course sequences taken wholly or partially outside of the Economics department’s offerings. All field courses should nonetheless be 4-unit graduate-level offerings. Enrollment in courses outside of the Economics department will require approval of the host department’s Graduate Group Chair as well as the faculty member teaching the course.

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### **c) Summary:**

In total, the Ph.D. program requires 52 total units of coursework: 36 units of required core courses are common to all students in addition to 16 units of elective field courses, two 4-unit courses in each of two fields. Each of these four field courses, as well as the two fields, must be approved by the Graduate Group Chair as well as by the student's Faculty Advisor.

Courses that fulfill any of the program's core or elective course requirements must be taken for a letter grade. Moreover, no course resulting in a grade of lower than B- can be used to satisfy these requirements. Once course requirements are completed, students can take additional classes as needed, although the 12 units per semester are generally fulfilled with a research class (ECON 295, ECON 299) and perhaps seminars (ECON 292). Note that Graduate Division requirements stipulate that graduate students must be enrolled in at least 12 units of upper division or graduate-level units per semester and that per UC regulations students cannot enroll in more than 12 units of graduate level courses per semester.

### **3) Special Requirements:**

**a) Teaching Requirement:** N/A

**b) Language Requirement:** N/A

**c) Preliminary Examination Requirement:** All students must pass the Preliminary Exam before the Spring semester of their 2nd year. This exam consists of written questions covering statistics/econometrics and is graded by the Preliminary Exam Committee. The exam will be offered at least once per year at the end of the Spring semester; special additional offerings may be provided at the direction of the Graduate Group Chair. First year students must take the Preliminary Exam offered at the end of the first year. A grade of at least "pass" requires agreement by at least two members of the Preliminary Exam Committee.

**d)**

A graduate student must obtain a grade of (Ph.D.) pass on both parts of the Preliminary Exam by the end of their 2<sup>nd</sup> year in order to continue in the program. A student may pass one, both or neither part none of the exams at the 1st offering. If they fail to pass either of the two exams it will be offered a second time in the middle of the Fall semester of their 2nd year. Failure to obtain a grade of (Ph.D.) pass on either part of the exams at their 1st offering will result in the student being declared to not be meeting satisfactory progress in the program and potentially lose funding. Failure to obtain a (Ph.D.) pass on both parts of the exam after two attempts will result in the student being disqualified from the Ph.D. program (students may still receive a M.A. passing grade on the Preliminary Exam and obtain an M.A. degree as described above). Students may appeal the decision rendered by the Preliminary Exam Committee with all final decisions rendered by the Graduate Group Chair.

- e) **3<sup>rd</sup> Year Paper Requirement:** All students must submit a 3rd year paper at the end of the Fall semester of their 3rd year in ECON 290 (proposals are due at the beginning of the Fall semester of their 3rd year in ECON 290). Students must receive a mark of “Advanced” or better on the paper in order to advance in the program. Grading of the 3rd year paper will be conducted by the 3rd year Paper Review Committee appointed by the Graduate Group Chair.
- f) **GPA Requirement:** All students must maintain a GPA of 3.0 or higher. Following the first semester a student does not meet this standard, he or she will be put on academic probation (deemed to not be making satisfactory progress in the program) for the duration of one semester. Should they still not meet this standard at the end of this initial one-semester probation period, they may be dismissed from the graduate program at the discretion of the Graduate Group Chair for failure to make due progress in the program.

**4) Dissertation Plan:**

In accordance with University of California policy, a minimum of four semesters in academic residence is required prior to awarding the Ph.D. Typically, a longer period of study, four to six years, is required for completion of all degree requirements. It is the responsibility of the Graduate Group to inform the student upon admission to the program of the expected degree time. All graduate students are considered resident graduates not candidates for a degree, unless admitted to candidacy after completion of all candidacy requirements and approval by the Graduate Division after formal application. A student advances to candidacy for the Ph.D. upon successfully demonstrating a high level of scholarship at the Ph.D. level, and upon completing all preparatory work and demonstrating readiness to proceed to the dissertation phase.

**5) Advising Structure and Mentoring:**

*a.* Faculty Advisor

Each incoming student is assigned to the Graduate Group Chair for advising. At the end of the first year, in consultation with students and faculty, the Graduate Group Chair will assign each student to a Faculty Advisor. The Faculty Advisor must be a member of UC Merced’s Economics Department faculty. The Faculty Advisor is expected to offer guidance in course selection and research foci. A graduate student must have a recognized Faculty Advisor at all times. In the event that a graduate student loses his or her Faculty Advisor for any reason, the Graduate Group Chair will serve in this capacity until a new Faculty Advisor is appointed.

Student progress will be evaluated on a biannual basis. To this end, each student and their Faculty Advisor will fill out a Progress Report at the end of the Fall and Spring Semesters (see Appendix E8). It is expected that the Faculty Advisor

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will consult with the faculty teaching courses in the sequence prior to preparing the students biannual Progress Report. In the Spring semester of each year the Graduate Studies Committee will also review the student's Progress Report. Biannual Review continues until the student has completed an approved Doctoral Dissertation.

A meeting is convened between the student and his/her Faculty Advisor prior to the end of each semester, in which feedback is provided to the student both orally and in writing. As part of each review, a determination must be made whether the student's progress on the whole is Satisfactory or Unsatisfactory. This determination is then clearly communicated in written form and signed by the Faculty Advisor. The student also signs the evaluation indicating understanding of the evaluation and is given a copy of the evaluation. In the Spring semester the Graduate Studies Committee must also sign off on the Faculty Advisor's assessment of the student's Progress Report. In the case that the Graduate Studies Committee feels changes need to be made to the student's Progress Report, these changes will be made in consultation with the Faculty Advisor. The original is retained in the Economics Graduate Group files.

The faculty recognizes that under certain circumstances there may be valid reasons for a graduate student to want to change Faculty Advisor. Examples may include personality conflict, changes in research interests, and resignation of the Faculty Advisor from the faculty. If a student requests a change in Faculty Advisor, the faculty members in the Economics Department are expected to ensure a smooth transition that takes into account the needs of both the student and the faculty involved.

When a student decides a change in Faculty Advisor is in his/her best interest, he/she must obtain a clear commitment by the new Faculty Advisor to take on this responsibility. The new Faculty Advisor then needs to inform the former Faculty Advisor and the Graduate Group Chair of this change.

### **b. Graduate Group**

The Graduate Group Chair, who is appointed by the Vice Provost and Dean of Graduate Education, is a resource for information on academic requirements, policies and procedures, and registration information. The Graduate Group Coordinator assists students with identifying appointments and general university policies. The Economics Graduate Group has adopted the Mentoring Guidelines approved by the UC Merced Graduate Council, which can be found at:

[https://graduatedivision.ucmerced.edu/sites/graduatedivision.ucmerced.edu/files/page/documents/ucm\\_mentoring\\_guidelines-\\_gc\\_approved\\_9\\_23\\_14-2\\_1.pdf](https://graduatedivision.ucmerced.edu/sites/graduatedivision.ucmerced.edu/files/page/documents/ucm_mentoring_guidelines-_gc_approved_9_23_14-2_1.pdf)



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### **6) Doctoral Degree Committees:**

#### **a) Preliminary Exam Committee:**

The Preliminary Exam Committee is a three-member committee appointed by the Graduate Group Chair from among the Senate faculty with at least a 50 percent appointment in the Economics department at UC Merced. Each member of the committee must grade each exam on a pass/master's pass/fail basis. A student must receive a grade of "pass" from at least two of the three members of Preliminary Exam Committee on each part of the exam in order to satisfy the Preliminary Exam requirement for the Ph.D. program. Preliminary Exam performance is considered by the faculty as part of the first annual review of the student's progress in the program.

#### **b) Dissertation Committee:**

The student, in consultation with the Graduate Group Chair, must form a Dissertation Committee. The Dissertation Committee must be composed of three members. Two of the three members are to be selected from among the Senate faculty of the Economics group, with one of them serving as the Dissertation Committee Chair. Either of these two members may be the student's Faculty Advisor. The third member of the DC must either be from another academic institution or from another academic unit at UC Merced. The purpose of the third member is to introduce the flexibility of providing input from another discipline and/or to provide additional input on the research from leaders in the discipline outside of UC Merced.

The first member to be selected is the Dissertation Committee Chair (DCC), who will work in conjunction with the student to assemble the other two members of the DC. The members of each student's DC must be approved by the Graduate Group Chair in Economics and the Dean of Graduate Studies prior to the Dissertation Proposal Defense. Requests are formalized using the Request for Constitution of Committee Membership form, which must be reviewed by the Graduate Group Chair and Graduate Dean for approval.

The Dissertation Committee (DC) is charged with determining the readiness of the student to proceed with the Doctoral Dissertation. The DC will review a proposal of the student's dissertation, conduct an oral examination of the student's competence in the area, and upon approval of the proposal and assurance that all other requirements have been completed, recommend the student for advancement to candidacy.

The composition of the Doctoral Dissertation Committee may be changed over time to accommodate changes in the student's research interests and available faculty expertise. Any changes in the composition of the Doctoral Dissertation Committee after its initial formation must be approved by the student's Doctoral Dissertation Committee Chair, the Graduate Group Chair and the Graduate Dean. The Doctoral Dissertation Committee Chair may also be changed subject to the approval of the Graduate Group Chair and the Graduate Dean. Requests are

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formalized on the Graduate Division form Request for Reconstitution of Committee Membership and must be filed with the Graduate Group Chair and the Graduate Dean.

Following successful defense of the Dissertation Proposal and advancement to candidacy, the Doctoral Candidate undertakes and completes the proposed research under the supervision of their Dissertation Committee Chair.

### **c) Advancement to Candidacy:**

Before advancing to candidacy for a doctoral degree, a student must have completed all core and elective required coursework, must have a minimum GPA of 3.0 in all course work undertaken and must have passed the Preliminary Exam (see Preliminary Examination Requirements, below). In addition, the student must form a Dissertation Committee, submit a Dissertation Proposal to this committee and then pass a Dissertation Proposal Defense.

The Dissertation Committee must consist of two UC Merced Economics department faculty and one external member, as detailed above. The DC is charged with determining the readiness of the student to proceed with the Doctoral Dissertation. The DC will review a proposal of the student's dissertation, conduct an oral examination of the student's competence in the area, and upon approval of the proposal and assurance that all other requirements have been completed, recommend the student for advancement to candidacy.

The Dissertation Proposal provides at a minimum:

- a review of the relevant literature in the topical area;
- a clear, actionable statement of the research hypotheses to be investigated in the Dissertation; and
- a defensible outline of the methodology used to address their research hypotheses in the Dissertation.

The Dissertation Proposal should be no longer than 40 pages (double spaced) not including references and appendices. Prior to conducting the Dissertation Proposal Defense, the student should work jointly with the Dissertation Committee Chair until the student and the Dissertation Committee Chair deem the Dissertation Proposal sufficient to pass the Dissertation Proposal Defense. The student is encouraged to submit the Dissertation Proposal to the other Dissertation Committee members for informal review, feedback and revisions prior to the proposal defense. When the finalized Dissertation Proposal is submitted, the Dissertation Committee should have at least 14 days to review the Proposal prior to the Proposal Defense Meeting.

The student must consult with their Dissertation Committee Chair to schedule a Proposal Defense meeting, at which all members of the Dissertation Committee must be

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present either in person or electronically (Zoom, Skype, conference call, etc.). The Graduate Group Chair is authorized to waive this requirement should mitigating circumstances (i.e., sabbaticals) prevent faculty participation. Graduate students are responsible for securing a room for the Proposal Defense meeting with a minimum of two hours for the meeting. The Proposal Defense is open to the public and the student is responsible for ensuring that the appropriate announcements are made regarding their scheduled Proposal Defense.

The Proposal Defense is overseen and administered by the Proposal Defense Chair, who is a member of the Dissertation Committee but cannot be the Dissertation Committee Chair. This individual will oversee not only the execution of the Proposal Defense, but also be responsible for the completion of all required documentation following the Proposal Defense.

The Proposal Defense shall consist of an oral presentation of the proposed Dissertation research conducted by the student, followed by questions from the Dissertation Committee and possibly other audience members. At the conclusion the Proposal Defense (not to exceed two hours) the graduate student and all non-Dissertation Committee members will be asked to leave the room to allow the DC members to make one of the following recommendations:

*Pass:* The proposal is passed and the student may commence with the proposed research; or

*Fail:* The proposal requires major or minor revision

The vote must be unanimous in order for a student to pass the Proposal Defense. If the student fails the Proposal Defense they are required to revise the Dissertation Proposal and resubmit the proposal within three months. A student may conduct the Proposal Defense only twice. Failure to pass the Proposal Defense on the first attempt may result in the student being deemed to not be meeting satisfactory progress in the program. If they do not pass the Proposal Defense on their second attempt they will be dismissed from the graduate program. However, additional attempts can be granted by the Graduate Group Chair should they deem the student to be capable of success on a future attempt. If the proposal is passed the Dissertation Committee immediately extends its deliberations to determine if the candidate should advance to candidacy.

The Proposal Defense Meeting must be conducted before the end of a student's 3rd year in the graduate program in order for a student to maintain satisfactory progress in the Economics graduate program. The student must file the appropriate paperwork (Advance to Candidacy for the Degree of Doctor Philosophy Form and Conflict of Interest Form) with the Graduate Division and pay the candidacy fee in order to be officially promoted to Ph.D. Candidacy.

### **8) Dissertation Requirements:**

#### **a. General Requirements**

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The Doctoral Dissertation is the culmination of the Ph.D. program. In the Doctoral Dissertation the Doctoral Candidate demonstrates the capability to conduct independent research that makes an original contribution to the knowledge base in their discipline and is of a quality that can be published in a reputable peer reviewed outlet. The Dissertation Committee, headed by the Dissertation Committee Chair, is charged with guiding the student in research and in the preparation of his or her dissertation.

The successful completion of this final requirement is demonstrated through the production of a dissertation document, describing the research project and its results, and the defense of the project from challenges offered by the members of the student's Dissertation Committee. The quality of the dissertation and the defense of its thesis are evaluated by the Dissertation Committee in order to determine if the student has successfully completed this final requirement for the Ph.D. degree in Economics.

While working on the Dissertation students must enroll in ECON 299. Students are expected to complete the dissertation by the end of their 5th year of study and encouraged to complete by the end of their 4th year if feasible.

### **b. Dissertation**

Following successful defense of the Dissertation Proposal and advancement to candidacy, the Doctoral Candidate undertakes and completes the proposed research under the supervision of their Doctoral Dissertation Committee Chair.

There are no set criteria for dissertation length or content. Students are expected to produce a body of work that contains a thorough review of the relevant literature, is firmly grounded in economic theory and represents a substantial contribution to the existing knowledge base in Economics. One of two formats is typically used. Dissertations should be convertible to three separable articles or represented as one topically related thesis. The format of the Dissertation manuscript should be approved by all member of the Doctoral Dissertation Committee, subject to any requirements made by the Economics Graduate Group, the Graduate School, and the University Archives.

Once the Dissertation document is deemed satisfactory for circulation by the student's Doctoral Dissertation Committee Chair, the candidate will circulate the dissertation among the other Doctoral Dissertation Committee members. The Doctoral Dissertation Committee members should provide comments, possibly leading to another revision before the final submission and the scheduling of the Dissertation Defense. These comments should be provided in a timely fashion to ensure that the candidate has sufficient time to make the suggested changes. The completed dissertation must be provided to the entire Doctoral Dissertation Committee at least 14 days prior to the scheduled defense date.

**c. Final Examination**

Once all members of the Dissertation Committee have read the dissertation and agreed that it is ready to be defended, the student is expected to coordinate with the members of the Dissertation Committee and schedule a date and time for the Dissertation Defense. All members of the Dissertation Committee must attend the Dissertation Defense in person or, under extenuating circumstances, via conference call, Skype or Zoom. Graduate students are responsible for securing a room for the Dissertation Defense with a minimum of two hours for the meeting. The Dissertation Defense is open to the public and the student is responsible for ensuring that the appropriate announcements are made regarding their scheduled Dissertation Defense.

The Final Examination is overseen and administered by the Final Examination Chair who is a member of the Dissertation Committee other than the Dissertation Committee Chair. The Final Examination Chair can be the same individual who served as the Proposal Defense Chair for the Proposal Defense. This individual will oversee not only the execution of Final Examination, but also be responsible for the completion of all required documentation following the Final Examination.

The Dissertation Defense is a capstone event in the student's graduate career. It consists of an oral presentation highlighting the research methodology and the academic contribution of the student's Dissertation. During the oral presentation questions from the Doctoral Dissertation Committee and other audience members will be fielded by the candidate. The candidate is tasked with responding to the questions clearly, concisely and coherently to reflect their expertise. This portion of the meeting is open to the public. Candidates are responsible for ensuring that announcement of the Dissertation Defense time and location is made in the appropriate forums.

At the conclusion of the candidate's presentation and questions the public portion of the defense will conclude. The Doctoral Dissertation Committee will excuse the candidate and all non-Doctoral Dissertation Committee members to discuss the candidate's performance during the defense. Each member of the Doctoral Dissertation Committee makes one of the following recommendations:

*Pass:* The dissertation and defense are of sufficient quality to warrant the awarding of a Ph.D. degree from the University of California; or

*Fail:* The dissertation does not meet the standards of a Ph.D. degree from the University of California.

In order for the candidate to pass their Dissertation Defense the committee recommendation for passage must be unanimous. If the Doctoral Dissertation Committee recommends awarding the Ph.D. degree, the committee members must sign the Graduate Division form Report on Final Examination for the Ph.D. Degree, recommending conferral of the Ph.D., subject to final submission of the

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approved dissertation for inclusion in the University Archives (see Graduate Policies & Procedures Handbook, Section VII. B.9).

### 9) Normative Time to Degree:

*Normative Time to Advancement to Candidacy:* Students making satisfactory progress should advance to candidacy by the end of their sixth semester in the program.

*Normative Time in Candidacy:* After advancing to candidacy, students should schedule their Dissertation Defense by the end of their tenth semester in the program, i.e., within four semesters after advancing to candidacy.

### 10) Typical Timeline and Sequence of Events

*For example:*

<b>Year One</b>	<b>Fall</b>	<b>Spring</b> (first year exam completed)
	ECON 201A - Micro economics I	ECON 201B - Microeconomics II
	ECON 202 - Macroeconomics and Growth *or* ECON 204 - Economic History	ECON 290 - Research Development I
	Econ 203A - Statistics / Econometrics I	ECON 203B - Econometrics II
		Preliminary Exam (1 <sup>st</sup> attempt)
<b>Year Two</b>	<b>Fall</b>	<b>Spring</b>
	ECON 205 - Applied Econometrics	ECON 2XX - Field 1, Course 2
	ECON 2XX - Field 1, Course 1	ECON 2XX - Field 2, Course 1
	ECON 202 - Macroeconomics and Growth *or* ECON 204 - Economic History	ECON 292 - Research Seminar
<b>Year Three</b>	<b>Fall</b>	<b>Spring</b> (advancement to PhD candidacy)
	ECON 2XX - Field 2, Course 2	ECON 292 - Research Seminar or Field Course
	ECON 292 - Research Seminar	ECON 299 - Dissertation Development
	ECON 299 - Dissertation Development	
		Dissertation Proposal Defense; Advance to Candidacy
<b>Year Four-Five</b>	Write dissertation; enroll in ECON 292 (Research Seminar) and ECON 299	

	(Dissertation Development) as needed.
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**11) Sources of Funding:**

Graduate students who received a funding offer with their admissions offer will have their financial support according to the terms of the funding offer. Funding will come through a combination of Teaching Assistantships, graduate Research Assistantships, and/or Fellowships. Master's students are typically not expected to be funded by such means; but they may receive a funding offer with their admissions offer. More information on financial support can be found in the [Graduate Policies and Procedures Handbook](#).

**12) Leaving the Program Prior to Completion of the PhD Requirements:**

A student admitted for the Ph.D. degree, which, in the judgment of the Economics Department's Graduate Studies Committee, should not continue past the master's degree must be notified in writing by the Graduate Group Chair. A copy of the letter must be sent to the Vice Provost and Dean of Graduate Education. In some cases a doctoral student may choose to leave the program with a master's degree only. It is the responsibility of the Graduate Group unit to notify the Graduate Division via the Change of Degree form so that the student's record may be updated to reflect the student's degree status. This notice must include the student's written permission to have his/her degree objective changed officially from doctorate to master's.

**D. General Information**

**1) PELP, In Absentia and Filing Fee status.**

Information about PELP (Planned Educational Leave Program), In Absentia (reduced fees when researching out of state), and Filing Fee status can be found in the Graduate Group Policies and Procedures Handbook available on the Graduate Division website.

**Appendix E3: Economics M.A. Capstone Paper Syllabus****Description**

The Capstone Paper is the final and central benchmark for graduate students in the Economics M.A. program. The successful accomplishment of this benchmark is demonstrated through the production of a research paper. Students are encouraged to use one of their papers written in their concentration course work as the foundation for their Capstone Paper, but this is not a requirement. The quality of the

M.A. Capstone paper is evaluated by the M.A. Capstone Review Committee. This committee will consist of three faculty in the Economics Graduate Group selected by the Graduate Group Chair.

**Learning Outcomes**

Through the process of writing the M.A. Capstone Paper, graduate students refine their understanding of economic processes and theories in the student's major area of emphasis, appropriate economic methods, and competent written communication of the research project. Overall, graduate students will demonstrate a thorough understanding of a broad field of knowledge and provide evidence of accomplishment in economics. In keeping with this goal, M.A. recipients will:

1. Have demonstrated knowledge and proficiency in economic theory and econometrics.
2. Be able to communicate economic science information verbally and orally in a clear and concise manner to expert and non-expert audiences.
3. Have demonstrated the professional skills required to participate in the intellectual and organizational aspects of the economics profession.

The Capstone Paper should illustrate the student's ability to synthesize the material learned and apply it to their research topic. The M.A. Capstone Paper will be overseen and directed by the graduate student's Faculty Advisor. It is the Faculty Advisor's responsibility to judge the appropriateness of the research topic selected and to ensure that the graduate student remains on track to submit the M.A. Capstone Paper by the end of the Spring semester of their 2<sup>nd</sup> year. Upon review of the M.A. Capstone Paper the M.A. Capstone Review Committee must decide by a majority vote whether or not the research paper satisfies the requirements of the M.A. Capstone Paper and select one of the two options:

**Pass :** The M.A. Capstone Paper is of sufficient quality to warrant awarding of a M.A. degree from the University of California.

**Fail :** The M.A. Capstone Paper does not meet the standards of a M.A. degree from the University of California.



**Appendix E5: Ph.D. Preliminary Exam Rubric**

The Preliminary Exam Rubric is used to assess the student's mastery of the 1<sup>st</sup> year core courses. The exam is a written exam and students must demonstrate knowledge in two separate areas, microeconomic theory and econometrics, thus a separate rubric will be completed in each of these exam areas by the faculty proctoring each respective exam. The exam does not contain an oral component so the rubric developed is solely to be used for the evaluation of the student's written responses. The Preliminary exam rubric specifically relates the PLOs 1 and 4 in our program learning objectives. The length of the test is to be determined by the faculty proctoring the exam, but each question on the exam is to be graded using the rubric indicated below. Each of the two grading points in the rubric map directly to PLOs 1 and 4 and the subjective weighting of each element is subject to the interpretation of the faculty grading the exam question. The "Knowledge" question directly maps to PLO 1 and the "Communication" question directly relates to PLO 4. A copy of student's completed rubric for each of their exam questions will be stored by the Economics Graduate Studies Committee for assessment data collection.

Economics Ph.D. Preliminary Exam		
Exam Question: _____		
Criteria	Score by Criteria	Comments/Feedback
Knowledge: The student has demonstrated a graduate level understanding of the processes, theories, and empirical regularities of the subject area questioned. The student's response clearly illustrates their understanding of current knowledge that exists on the topic questioned.	<input type="checkbox"/> Introductory <input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced <input type="checkbox"/> Mastery <input type="checkbox"/>	
Communication: The student was effectively able to communicate in writing their answer to the question in a manner consistent with the expectations in the discipline.	<input type="checkbox"/> Introductory <input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced <input type="checkbox"/> Mastery	
Description of Criteria:  Introductory: Represents knowledge or proficiency at the B.A. in Economics level. This grade should be assigned to a Ph.D./ M.A. student who has exhibited knowledge or proficiency at level that meets the expectations of a bachelor's degree recipient but has not exceeded these expectations.  Intermediate: Represents knowledge or proficiency at the M.A. Economics level. This grade should be assigned to a Ph.D./ M.A. student who has exhibited knowledge or proficiency at a level that well-beyond that of a bachelor's recipient and on par with the expectations of a M.A. recipient but has not exceeded these expectations.  Advanced: Represents knowledge or proficiency that exceeds the expectations of a M.A. Economics level and meets the standards of a Ph.D. level understanding. This grade should be assigned to a Ph.D./ M.A. student who has exhibited knowledge or proficiency at a level that exceeds the expectations of a M.A. recipient and meets the standards of a Ph.D. recipient but has not exceeded these expectations.  Mastery : Represents knowledge or proficiency that exceeds the expectations of a Ph.D. Economics level. The grade should be assigned to a Ph.D./ M.A. student who has exhibited knowledge or proficiency at a level that exceeds the standards of a Ph.D. recipient.		

Given that the Master's Preliminary Exam is the exact same exam as the Ph.D. Preliminary Exam, a student is deemed to have passed the Preliminary Exam at the Master's level if they have received a score of "Intermediate" or better on at least ½ of the exam questions. These criteria will be used to determine whether or not students who have elected to pursue the Master's degree as a terminal degree

(after first being admitted to the Ph.D. program) meet the standards required of a M . A. student on the Preliminary Exam. These criteria will also be used for students who fail to pass the Preliminary Exam at the Ph.D. level to determine if they meet the standards to pass the exam at the Master's level.

**Appendix E8: Dissertation and Defense Rubric**

The Dissertation represents the culmination of the student's learning and advancement to a peer in the field. The Dissertation rubric is used to assess student learning as demonstrated in the Dissertation document and the oral presentation of the document in the student's Dissertation Defense. A copy of the completed rubric will be retained in the records of the Economics Graduate Group for student and program assessment.

Dissertation and Defense		
Criteria	Score by Criteria	Comments/Feedback
Knowledge: The student's research question is properly placed in the literature, possesses well articulated hypotheses, utilizes advanced level methods to investigate their hypotheses and is defended in a manner consistent with the current knowledge in the discipline. The student's dissertation represents an original and novel contribution to the existing literature in their selected concentration .	<input type="checkbox"/> Introductory <input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced <input type="checkbox"/> Mastery  <input type="checkbox"/>	Document:
		Orally:
Communication: The student was effectively able to communicate their research hypotheses, methods used, and results and conclusions in a manner consistent with the expectations in the discipline.	<input type="checkbox"/> Introductory <input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced <input type="checkbox"/> Mastery  <input type="checkbox"/>	Document :
		Orally:
Major Concentration: The research is situated in the concentration relevant to the research hypotheses being investigated. The research makes a clear link between the existing knowledge in the concentration and the contribution being made. The methods used to investigate their hypotheses and defend their results are consistent with their Major concentration of study and illustrate the student's proficiency with these methods at an advanced level. The research produced represents an original and novel contribution to the concentration .	<input type="checkbox"/> Introductory <input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced <input type="checkbox"/> Mastery  <input type="checkbox"/>	Document :
		Orally :
Minor Concentration: The research is situated in the concentration relevant to the research hypothesis being investigated. The research makes a clear link between the existing knowledge in the concentration and the contribution being made. The methods used to investigate their hypotheses and defend their results are consistent with their Minor concentration of study and illustrate the student's proficiency with these methods at an advanced level. The research produced represents an original and novel contribution to the concentration .	<input type="checkbox"/> Introductory <input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced <input type="checkbox"/> Mastery  <input type="checkbox"/>	Document:
		Orally :
Independent Research: The student has illustrated that they possess the necessary critical thinking skills (i.e., the ability to assess the relevant information and develop a well thought out and actionable research statement) to conduct independent research that contributes to the current knowledge base in the discipline. The research produced represents an original and novel contribution to the field.	<input type="checkbox"/> Introductory <input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced <input type="checkbox"/> Mastery  <input type="checkbox"/>	Document:
		Orally :
Professionalism: The student has illustrated that their research has been conducted in a professional, ethical manner, employs citations appropriately and meets the standards of professionalism in the discipline.	<input type="checkbox"/> Introductory <input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced <input type="checkbox"/> Mastery  <input type="checkbox"/>	Document :
		Orally:
Description of Criteria:		
Introductory: Represents knowledge or proficiency at the B.A. in Economics level. This grade should be assigned to a Ph.D./ M.A. student who has exhibited knowledge or proficiency at level that meets the expectations of a bachelor's degree recipient but has not exceeded these expectation s.		

Intermediate: Represents knowledge or proficiency at the M.A. Economics level. This grade should be assigned to a Ph.D./ M.A. student who has exhibited knowledge or proficiency at a level that well-beyond that of a bachelor' s recipient and on par with the expectations of a M.A. recipient but has not exceeded these expectations.

Advanced: Represents knowledge or proficiency that exceeds the expectations of a M.A. Economics level and meets the standards of a Ph.D. level understanding. This grade should be assigned to a Ph.D./ M.A. student who has exhibited knowledge or proficiency at a level that exceeds the expectations of a **M.A.** recipient and meets the standards of a Ph.D. recipient but has not exceeded these expectations.

Mastery : Represents knowledge or proficiency that exceeds the expectations of a Ph.D. Economics level. The grade should be assigned to a Ph.D./ M.A. student who has exhibited knowledge or proficiency at a level that exceeds the standards of a Ph.D. recipient .

**Appendix E10: M.A. Capstone Rubric**

At the end of second year those students seeking a M.A. in Economics must hand in a M.A. Capstone Paper to their Faculty Advisor for review by the Capstone Review Committee. The purpose of the M.A. Capstone Paper is to assess whether or not the graduate student exhibits knowledge in the discipline sufficient to earn a M.A. A copy of the completed rubric will be retained in the records of the Economics Graduate Group for student and program assessment.

M.A. Capstone Paper Rubric		
Criteria	Score by Criteria	Comments/Feedback
Knowledge: The student has demonstrated a graduate level understanding of the processes, theories, and empirical regularities of the topic researched, situating the topic in the most relevant literature. The paper synthesizes and applies relevant economic theories and processes to the research.	<input type="radio"/> Introductory <input type="radio"/> Intermediate <input type="radio"/> Advanced <input type="radio"/> Mastery	
Communication: The student was effectively able to communicate their research hypothesis and its place in the current literature. The research hypothesis, methods used, results and conclusions were clearly conveyed in a manner consistent with the expectations in the discipline.	<input type="radio"/> Introductory <input type="radio"/> Intermediate <input type="radio"/> Advanced <input type="radio"/> Mastery	
Professionalism: The student has illustrated that their research has been conducted in a professional, ethical manner, employs citations appropriately and meets the standards of professionalism in the discipline.	<input type="radio"/> Introductory <input type="radio"/> Intermediate <input type="radio"/> Advanced <input type="radio"/> Mastery	
Description of Criteria:  Introductory: Represents knowledge or proficiency at the B.A. in Economics level. This grade should be assigned to a Ph.D./M.A. student who has exhibited knowledge or proficiency at a level that meets the expectations of a bachelor's degree recipient but has not exceeded these expectations.  Intermediate: Represents knowledge or proficiency at the M.A. Economics level. This grade should be assigned to a Ph.D./M.A. student who has exhibited knowledge or proficiency at a level that well-beyond that of a bachelor's recipient and on par with the expectations of a M.A. recipient but has not exceeded these expectations.  Advanced: Represents knowledge or proficiency that exceeds the expectations of a M.A. Economics level and meets the standards of a Ph.D. level understanding. This grade should be assigned to a Ph.D./M.A. student who has exhibited knowledge or proficiency at a level that exceeds the expectations of a M.A. recipient and meets the standards of a Ph.D. recipient but has not exceeded these expectations.  Mastery: Represents knowledge or proficiency that exceeds the expectations of a Ph.D. Economics level. The grade should be assigned to a Ph.D./M.A. student who has exhibited knowledge or proficiency at a level that exceeds the standards of a Ph.D. recipient		