

University of Utah

**Doctoral Programs in
Parks, Recreation, and Tourism**

**A Student Guide for the Successful Planning and Fulfillment of a
Graduate Degree in the Department of Parks, Recreation, and
Tourism.**

Please retain this copy and utilize it to plan your graduate courses and activities.

**Revised and Updated
September 2014**

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DEGREE REQUIREMENTS

The Ph.D. requires a minimum of 67 semester hours of study beyond the master's degree. The exact number of hours and the specific courses to be taken are based on the needs of individual students, taking into account such factors as interests, future aspirations, academic history, and degree of exposure to the study of Parks, Recreation, and Tourism. A Ph.D. typically require at least three full years of study beyond the master's degree.

The Ph.D. is an academic degree that is awarded for high attainment of the study of Parks, Recreation, and Tourism. Courses of study that lead to the Ph.D. assist students in developing competence in research and they involve in-depth inquiry into topics within, and related to, Parks, Recreation, and Tourism. The Ph.D. program consists of a major in Parks, Recreation, and Tourism, an area of concentration, and a research core that includes dissertation research.

Graduation Requirements

<i>Total Semester Credit Hours</i>	67 hours
▶ Parks, Recreation, and Tourism Core	15
▶ Research Core	32
▶ Area of Concentration	20

<i>Coursework</i>	Hours
▶ PRT Core	15

- PRT 7100 Theory Development, Trends, and Issues in PRT (3 hours)
- PRT 7030 Seminar on Facilitation and Management of Recreation Experiences (3 hours).*
- PRT 7010 Behavior Science Foundations of PRT (3 hours)*
- PRT 7000 Seminar in History and Philosophy of Leisure (3 hours)
- PRT 6800 Graduate Seminar (2 hours, Seminar repeated a second term)
- PRT 6950 Important Books/directed readings (1 hour)

<i>Research Core</i>	32
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- PRT 7102 Introduction to Research Methods (3 hours)*
- PRT 7103 Design and Analysis I (3 hours)
- PRT 7104 Design and Analysis II (3 hours)
- Research Tools Elective (3 hours)
- PRT 7950 Independent Research Hours (6 hours)
- PRT 7970 Dissertation – Doctoral (14 hours)

<i>Area of Concentration</i> (as approved by supervisory committee; up to 50% can be approved by advisor)	20
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*These courses may be substituted given the student's background and previous graduate level (MS implied) coursework at the discretion of the supervisory committee and the approval of the Director of Graduate Studies.

TRANSFER CREDITS AND CREDIT/NO CREDIT

Up to 6 hours of equivalent transfer courses may be allowed upon request of the student and approval of the student's supervisory committee.

Graduate students may take up to 6 hours of courses in their minor area on a credit/no credit basis. Students who wish to exercise this option should become familiar with the graduate school policies governing this option, as described in the document,

<http://www.gradschool.utah.edu/catalog/index.php>

APPLICATION OF MASTER'S DEGREE COURSES FROM UNIVERSITY OF UTAH TO DOCTORAL DEGREE

Parks, Recreation, and Tourism courses that students have taken as a part of master's degree programs in the Department of Parks, Recreation, and Tourism may be applied to the requirements for doctoral degrees. Doctoral students, however, must complete a minimum of 67 total hours within the doctoral program. In the case in which a doctoral student has completed one or more of the core courses while working toward a master's degree, he or she must substitute appropriate electives. The electives chosen are subject to the approval by the student's supervisory committee.

VARIATIONS FROM PRESCRIBED PRT CORE COURSES

While the PRT and research core courses are generally considered mandatory for doctoral students, under rare circumstances deviations from this recommended sequence may be approved by students' supervisory committees.

NON-NATIVE SPEAKERS OF ENGLISH

All individuals who are admitted to graduate study in the Department of Parks, Recreation, and Tourism and who are non-native speakers of English are required to complete the English "Placement Examination" that is offered through the English Language Institute and to complete the courses that are recommended based on the results of that test.

DOCTORAL SUPERVISORY COMMITTEE

Supervisory Committee Members

Doctoral supervisory committees shall be composed of five members. The chair and two other members shall be from the Department of Parks, Recreation, and Tourism. At least one of the members shall hold the rank of tenured Associate Professor, or higher. The committee chair and the four of the five members must be tenure-line or graduate faculty at the University of Utah.

The remaining committee members may be from any department other than Parks, Recreation, and Tourism, including departments within the College of Health.

A doctoral supervisory committee should be formed before the student completes 50% of their area of specialization courses. Students initiate the process of forming the committee by completing the relevant **Supervisory Committee and Program of Study*** form. The completed form must be returned to the office of the Department of Parks, Recreation, and Tourism. Recommendations for supervisory committee members are subject to approval by the director of graduate studies or the chair of the Department of Parks, Recreation, and Tourism.

Program Approval

Final approval of students' educational programs is the responsibility of the supervisory committee. Students should obtain approval of their program of study during approximately the fourth semester in which they in which they have been enrolled as a matriculated student. Following approval of the student's program of study, the student should submit a typed and signed or initialed **Supervisory Committee and Program of Study*** (see checklist below for form location) to the Department for submission to the Graduate School.

DOCTORAL DEGREE EXAMINATIONS

Comprehensive (Qualifying) Examination

Comprehensive examinations may be held only between August 15 and May 15 since many faculty members are only on 9 month contracts and are not available during the summer months.

The purpose of the comprehensive examination is to assess the ability of students to synthesize concepts and knowledge gained through course work in a context of particular situations, problems, or professional issues. Students must attain a mark of "acceptable" on each question to pass the exam.

1. Comprehensive examinations should be taken during the semester in which the student is within 6 credit hours of completing all non-dissertation course work.
2. The student works with the Department Administrative Officer to plan the examination. The student presents a transcript of academic work to date to the Administrative Officer and selects an examination date that is at least five weeks in the future. The Administrative Officer requests questions from members of the student's graduate supervisory committee.
3. Students have five weeks to complete the exam. Exams are to be picked up from and returned to the student's committee chair of the Department Administrative Officer. During that five week period, students may draw on any resources available to them to address questions, but the responses must be their own work, with appropriate reference citations.

4. All responses must be typed and two copies of each response must be submitted. APA editorial style must be followed on all responses unless otherwise noted.
5. Student responses to each question will be evaluated by the individual who submitted the question. Feedback to the student will include narrative comments and a global rating of accept/unacceptable. This global rating will represent a composite of each evaluator's judgments concerning the effectiveness of the student's synthesis of concepts of knowledge.
6. Students may schedule a meeting with the chair of their supervisory committee to discuss faculty feedback from their comprehensive examinations. Alternately, feedback may be given directly by individual committee members.
7. Students will rewrite all questions that receive an "unacceptable" rating. They will have one week to do so. If the student fails to make acceptable ratings for each question of the second examination, the student's supervisory committee shall meet to determine the appropriate course of action to be followed. Examples of actions which might be recommended by the committee include additional or remedial course work followed by a third examination, an oral examination, or discontinuation of the student's involvement in the doctoral program. The specific recommendation will be determined by the student's needs and circumstances, as perceived by the supervisory committee.

Proposal Defense and Final Oral Examination

Developing a dissertation topic and conducting research is a multi-step process. It is important to begin the process early.

Proposal defenses and final oral examinations may be held only between August 15 and May 15 since many faculty members are only on 9 month contracts and are not available during the summer months.

Proposal

The initial defense is of the dissertation proposal to the student's supervisory committee. This is a formal defense and as such, a polished proposal and professional quality presentation should be the standard. Copies of the dissertation proposal must be in the hands of the student's supervisory committee a minimum of two weeks before the proposal defense. Proposals must meet the standards for theses and dissertations as presented in Appendix A of the Department's Graduate Bulletin.

Final Oral Examination

The second defense is of the final dissertation itself. When the student and the supervisory committee consider the dissertation to be complete, the supervisory committee will conduct the final oral examination of the dissertation. This is the final formal defense and as such, a polished document and professional quality presentation should be the standard. Copies of the dissertation must be in the hands of the student's supervisory committee a minimum of two

weeks before the final defense. Dissertations must meet the standards for theses and dissertations as presented in Appendix A of the Graduate Bulletin.

During the defenses, students, faculty, or other interested parties may be in attendance. However, only those who have read the document may ask questions during the defense. Defenses must be open to the public and publicly announced two weeks prior to the defense date; an electronic version of the document must also be made available at this time.

TIME LIMIT

All requirements for doctoral degrees and the master of philosophy degree must be completed within seven consecutive calendar years. Students who do not complete their degrees in that time period may be dropped from the program or they may be required to complete additional course work and a qualifying examination. Formal requests for extension of this time period must be made through a written proposal to the graduate faculty within the Department of Parks, Recreation, and Tourism. Proposals must include (1) a statement of commitment to completion of the program, (2) a detailed plan of how the program will be completed, and, (3) a timeline of tasks to be completed. The plan for extension should be limited to a one year period of time. Only in rare circumstances will plans that exceed one calendar year be approved.

CONTINUING REGISTRATION

During the semesters of their dissertation proposals and final defenses, students must be enrolled in at least one credit hour of graduate coursework (typically either PRT 7970 or PRT 7980). Up to 6 hours of dissertation credits may be completed prior to approval of a student's dissertation topic.

Students pursuing doctoral degrees must complete exactly 14 hours of PRT 7970 (doctoral dissertation research). Additional dissertation credits (PRT 7970) beyond the 14 hours will not be approved. If additional dissertation work is required after the 14 hour PRT 7970 requirement has been reached, students must register for either PRT 7980 ("Faculty Consultation") or PRT 7990 ("Continuing Registration"). PRT 7990 is to be used only when no work on the dissertation is anticipated for a particular semester. Students may enroll in PRT 7990 for a maximum of six semesters.

LEAVES OF ABSENCE

Except for the summer semester, doctoral students must maintain continuous enrollment in consecutive semesters until their degrees are completed. Leave of absence requests must be made during the semester that precedes the semester during which the student intends to be absent and the student must be enrolled during that semester.

CHECKLIST OF STEPS LEADING TO DOCTORAL DEGREE

- [] 1. Receive letter of acceptance from the University Graduate Admissions Office.
- [] 2. Prior to registration for classes, consult with the director of graduate studies or your academic advisor for courses to be taken the first semester.
- [] 3. Establish supervisory committee and complete the program of study form, "**Supervisory Committee and Program of Study**"* before completing 50% of your area of specialization courses. The student must circulate this form to his or her supervisory committee at least one week in advance of the scheduled committee meeting. Submit two copies of the completed form, with committee members' initials indicating their willingness to serve and their approval of your program of study, to the Department of Parks, Recreation, and Tourism administrative officer or the director of graduate studies.

No more than 9 hours of non-matriculated course work may appear on the "Program of Study" form and all classes must be numbered 5000 or higher. No content awareness development status courses may appear on this document and up to six semester hours of transfer credit may be accepted by students' supervisory committees if "A" or "B" grades were received for that work.

- [] 4. Satisfy residence requirements: Two consecutive semesters in attendance as a full time student.
- [] 5. Arrange and take written qualifying examination after consultation with supervisory committee chair during last semester of class work. Arrangements for date of the examination should be made through consultation with the administrative officer of the Department of Parks, Recreation, and Tourism. Note: arranging a qualifying examination date initiates submission of your official program of study to the graduate school.
- [] 6. After passing the qualifying examination, a student may present his/her research proposal. If students have not already consulted *A Handbook for Theses and Dissertations* from the Thesis Office, they should consult this document prior to proposing.**
- [] 7. Secure approval of dissertation proposal at graduate supervisory committee meeting. Only students who have successfully passed their comprehensive examination are eligible to have their proposals considered for approval by their graduate supervisory committees.
- [] 8. Obtain Institutional Review Board (IRB) approval if the dissertation research will involve collection of data from human subjects. This process can take two or more months and requires on-line training prior to submission.

- [] 9. After the research study is complete and deemed ready for defense by the committee chair, the meeting must be scheduled and announced to the public. The thesis document must be made available in advance to all interested parties.
- [] 10. Complete the final examination of the dissertation before the student's supervisory committee and graduate faculty within the Department of Parks, Recreation, and Tourism. Passed defenses will be entered into the graduate tracking system by the Department Administrative Officer or the Director of Graduate Studies upon notification by the student and his/her chair.
- [] 11. Submit the following forms to the Thesis Office.

Supervisory Committee Approval and Final Reading Approval** It is often best to take copies of these forms to your final thesis defense. At least one copy of the forms needs to be signed.

Permission to Quote Copyrighted Material and Multiple Author Release** (if necessary)

Note: A thesis release from the thesis office is required for graduation.

- [] 12. Submit a list of the semesters in which you were enrolled for dissertation (PRT 7970) hours to the chair of the student's supervisory committee to enable him or her to remove "T" grades for those hours. The student's supervisory committee will be responsible for assigning grades for these hours.
- [] 13. Following completion of the dissertation, the student and his or her supervisory committee chair are expected to co-author a professional journal article and/or abstract. This professional paper must be submitted for publication. Publication of the professional paper, however, is not required for the degree. A copy of the professional paper, along with submission date and title of publication, is to be placed on file with the director of graduate studies.
- [] 14. All students are required to complete an application for graduation the semester before they intend to graduate. (<http://registrar.utah.edu/graduation/index.php>)

* Available at MS or Doctoral Program links via: <http://www.health.utah.edu/parks-recreation-tourism/degrees/index.php>

**Thesis Office Forms are available at <http://www.gradschool.utah.edu/thesis/>

DISSERTATION EVALUATION CRITERIA

- The method and design of the research must be of publishable quality for a top-tier journal, as judged by the majority of members of the student's supervisory committee, including two of the three members from inside the Department.
- Pilot tests are the norm. Exceptions to this policy may be fairly frequent, as in the case of dissertations that focus on analysis of extant data, in replications of previous investigations, and in situations in which extremely compelling reason exists to believe that the methods that are proposed will be effective. A situation in which a pilot test is not planned due to inconvenience or expense to the student is not considered sufficient for a supervisory committee to waive the pilot test requirement.
- Pilot test results will be presented as part of the dissertation research.
- As part of their deliberations at students' defenses, supervisory committees collectively decide on the grade that is awarded for the 14 dissertation credits. Grades assigned are based on a scoring rubric that has been developed by our directors of graduate studies and approved by our graduate faculty.
- Thorough reviews of the history of investigation in the students' area of inquiry must be included as part of the literature review, along with intensive evaluation of seminal works in that area.
- The literature review must be characterized by synthesis and evaluation. It must also conclude with statements of assumptions, propositions, and hypotheses to guide the investigation.