Welcome to the PhD in Rhetoric and Writing Studies at UTEP!

In this portfolio, you should find many forms and informational documents that you will need to successfully complete your course of study in the PhD program in RWS. Please scroll to the bottom of this document for a Table of Contents with hyperlinks to each document in the portfolio. If you have any questions about the portfolio, the program, UTEP, or the El Paso area, please feel free to contact Consuelo Salas at ccsalas@utep.edu or Zach Warzecka at zawarzecka@miners.utep.edu. We're very excited to welcome you to the RWS program at UTEP!

Forms:

- For a complete list of forms from the Graduate School relevant to your graduate degree, please go here: http://academics.utep.edu/Default.aspx?tabid=45219 (Some forms are included in your packet, but since they are often updated annually, it would be best to get them directly from this link in subsequent years.)

Financial Aid/ Funding:

- For information regarding internal and external fellowships, scholarships, and other forms of funding for research, please go here: http://academics.utep.edu/Default.aspx?tabid=45211

- As part of your Assistant Instructorship (AI), you are eligible to receive benefits, including health, dental, and vision care as well as retirement and life insurance options. You may receive either basic health insurance for free, or you may buy in to the BCBS UT Select plan offered to faculty and staff for a reasonable price. Please go to the Human Resources webpage for information and forms: http://admin.utep.edu/Default.aspx?tabid=505

Coursework:

- For a detailed list of coursework and degree requirements and descriptions, please go here: http://academics.utep.edu/Default.aspx?tabid=4662

- All doctoral students are required to register for 3 sections of 6130 Graduate Seminar in Rhetoric. You may choose which semesters and which sections you would like. Although they are listed with days and times, the class will meet only a few times per semester based on the availability of all members. Topics range from creating e-portfolios to publishing and are generally led by faculty in the RWS program.

- Qualifying Exams (Comps) are taken the summer after the completion of your coursework, which is generally after the second year of study. The faculty for each of the five core courses in RWS will write exam questions for the entire cohort. Exams will be received and submitted digitally, and students will have 72 hours to answer all five questions. The entire exam should not exceed 32 pages. Please refer to the Qualifying Exams Guidelines document in your packet for more information.

Dissertation:

- The dissertation is a piece of scholarly work completed in your area of concentration in RWS and should be publishable either as a book or series of academic articles. Doctoral candidates will complete a proposal, issue progress reports while writing, and give an oral defense. Please go here for detailed information regarding the dissertation procedures and guidelines: http://academics.utep.edu/Portals/40/Current%20Students/Forms/Form_2012T&D%20Prntd%20Glines.pdf

- Reading through some dissertations written by alumni of our program may be helpful. All dissertations and theses completed at UTEP are available via the UTEP library website (you will need to sign in): http://0search.proquest.com.lib.utep.edu/pqdtlocal1006279/advanced?accountid=7121

Living in El Paso:

- While it may be easy to get consumed with your doctoral studies, it's also important to nurture your hobbies and find ways to relax. El Paso and the southwest U.S. offer many opportunities to do both! Please check out the "Beyond UTEP" section of your packet for links to information regarding what to do in and around El Paso.

Table of Contents:

RWS Contact Information – students, faculty, staff

Financial:

Current Tuition and Fees Statement

AI Renewal Policy

Out of State Tuition Form

Request for Travel Funding (Graduate School)

Coursework:

Degree Requirements

Degree Plan Form

Qualifying Exams Guidelines

Dissertation:

PhD Committee Form

Doctoral Candidacy Application Form

Approval to Conduct Research Form

Dissertation Proposal Form

Completion/ Defense Form

Living in El Paso:

Beyond UTEP Links