

Semester	Date	Event	Requirement	Proof
Fall 2024	09/17/2024	Joined Association for Institutional Research (AIR)	7	Confirmation email
Fall 2024	10/28/2024 – 10/30/2024	GovAI Summit	5.a.	Registration, Conference Agenda, and List of Sessions Attended
Fall 2024	10/03/2024 10/11/2024	Meetings with Drs. Cristian Morosan, and Jeff Morgan	8	Email communication and meeting invite
Fall 2024	11/7/2024	Caitlin Deis Dissertation Final Paper Defense	4.	Announcement email/screenshot
Fall 2024	11/21/2024	Mudithani Maheshika Hettiarachchi Dissertation Proposal Defense	3	Announcement email/screenshot
Spring 2025	05/28/2025 – 05/30/2025	Teaching and Learning with AI	5.a.	Registration, Conference Agenda, and List of Sessions Attended
N/A	N/A	Candidacy Research Proposal Defense	2.	Opted out as per new candidacy policy
N/A	N/A	Candidacy Research Final Paper Defense	1.	Opted out as per new candidacy policy

Confirmation: You've Opted In!

From Davis, Tiffany J <tdavis8@Central.UH.EDU>

Date Wed 6/18/2025 2:17 PM

Cc Carales, Vincent <vcarales@Central.UH.EDU>; UH DELPS Higher Education Program <elpshiedphd@Central.UH.EDU>; Davis, Tiffany J <tdavis8@Central.UH.EDU>

Hello there, Scholar!

If you're receiving this email, this means that you have opted in to the new candidacy project policy as shared with all Higher Education PhD students. **We have received your submission and have noted your intention.** We will send more information to you about the 'next' steps in the weeks to come so that you have a better sense of a starting place for conversations with your advisors about what this means for your individual journeys.

In the interim, if you have successfully passed your candidacy paper proposal, you *may* be eligible to submit your comprehensive examination portfolio during the summer review. I encourage you to review the comprehensive exam portfolio guidelines found on the HELPS SharePoint and [linked here for your convenience](#) to see where you stand with meeting the requirements.

If you are ready, you must first submit an intent form/application no later than **July 15** via MyAdvisor. When you log on to MyAdvisor scroll to the Doctoral Comprehensive Examination Application field. In that section you will need to complete the required information and submit for approval. I have shared a screenshot of your Applications' pageview so that you know you're in the right spot! Once your intent form is approved at all levels, you will receive the link that you will use to access the site to upload your documents for your portfolio. Your comprehensive portfolio for review is due no later than **July 30**.

Don't forget: A successful candidacy project is a requirement to 'sit' for the portfolio exam. So, please be sure that you've completed your candidacy report field on MyAdvisor as well when you're ready to apply for your comprehensive portfolio/exam. You will have to provide the title, abstract, indicate your proposal date, upload your full candidacy proposal, and [upload the acknowledgement form document](#) to serve as documentation of your opt-in for new policy.

Direct link to the folder where the Revised Candidacy Project Information lives in SharePoint:

 [New Candidacy Project Policy Information \[Summer 2025\]](#)

Hope this helps and best success at the next steps of your journey!

Warmly,
Dr. Davis