

Florida A&M University
School of Graduate Studies and Research
Application for Graduate Directive Status*
(Deadline: Second Monday of each month)

***Graduate Directive status allows a graduate faculty member to chair a thesis or dissertation committee. See below for Graduate Directive Admissions criteria. All applications must be approved by the Graduate Council prior to chairing a student's thesis or dissertation committee.**

Semester/Year (To serve on Committee) _____

Name of Faculty Applicant _____
LAST FIRST MI

Campus Address (Complete): _____

Campus Phone: _____ E-mail Address: _____

College /School/Institute _____ Department _____

Status Applying For: Master's Directive Doctoral Directive Co-chair Exception

Educational Background: Degree Field Institution Year Completed

Terminal Degree in Field: Yes No

Graduate Faculty Status: Yes _____ Year Obtained No

Years of University Teaching: _____ Years at FAMU _____

Faculty Rank/Status: Faculty Rank: _____ Status: _____ Tenure Status: _____

Total Number of Scholarly Refereed: Publications ____ Journals ____ Books ____ Chapters ____ Proceedings ____ Other ____

If "Other", please explain: _____

***Please List Scholarly Refereed Publications. If other, please explain.**

Author(s)	Title (Abbreviated)	Place of Publication	Year
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Please List Your Five Recent Refereed Professional Conferences/Presentations:

Conference Name	Presentation (Abbreviated)	Year
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

I verify that **all** information provided on this application is accurate and true.

Signature

Date

Recommendations:

Department Chair

Signature

Date

Academic Dean

Signature

Date

Approvals:

Graduate Council

Yes

No

Date

Graduate Dean

Name

Signature

Date

For SGSR use only: Receipt Letter _____

Decision Letter _____

Database Log _____

Criteria for Master's Directive Status

Members of the graduate faculty with master's directive status may serve as a major professor for master's degree students. To seek master's directive status, the following criteria should be met:

- a) Should have obtained graduate faculty status;
- b) Preferably possess three years of teaching experience in higher education;
- c) Hold the rank of assistant professor or above; and
- d) Evidence of scholarly publications and/or creative works.

NOTE: Departments may have additional requirements for master's directive status.

Criteria for Doctoral Directive Status

Members of the graduate faculty with doctoral directive status are authorized to serve as a major professor for doctoral degree students. To seek doctoral directive status, the following criteria should be met:

- a) Should have obtained the master's directive status or be eligible for this status;
- b) Hold the minimum rank of assistant professor or above; and
- c) Evidence of five refereed publications or a combination of refereed journal publications.

NOTE: Departments may have additional requirements for doctoral directive status.

Criteria for Co-chair Exception

Members of the graduate faculty with Co-chair Exception may serve as Co-major professors for either a master's degree or doctoral degree student. To seek Co-chair Exception status, the criteria for master's and doctoral directive status must be met except for the academic status. The applicant may be a visiting assistant professor or above.

APPROVED BY A VOTE OF THE GRADUATE COUNCIL October 18, 2023

Revised 10/18/2023 MDA

*Required for Doctoral Directive Status