

## **DEPARTMENT OF HIGHER EDUCATION AND LEARNING TECHNOLOGIES**

### **DOCTORAL RESIDENCY – EdD IN HIGHER EDUCATION**

#### **DEPARTMENTAL INTERPRETATION OF RESIDENCY**

The Department of Higher Education and Learning Technologies interprets residency as time when the Doctoral student is engaged in academically meaningful tasks on a college campus. During this time the student is required to be enrolled at least half time (6 hrs.) and to be involved in university or college activities.

#### **SEMESTERS**

After admission to the program and prior to admission to candidacy, each student is required to complete residency. The department accepts coursework taken toward residency in the following combinations:

**Fall, Spring, and Fall**  
**Spring, Fall, and Spring**  
**Spring, Summer, and Fall**  
**Summer, Fall, and Spring**

#### **DEPARTMENTAL RESIDENCY REQUIREMENTS**

The Department of Higher Education and Learning Technologies requires doctoral students to satisfy criteria for the following two areas during residency:

(a) Half time enrollment (6 hrs.) and (b) University or College activities. In addition to being enrolled half time, a student must include activities approved by his/her doctoral advisor on a college campus. Following is a list of suggested activities that may be used to satisfy residency requirements.

- a) **Half-time Enrollment.** Students must be enrolled in at least 6 semester hours during each fall, spring, or full summer of residency. The courses that may count toward residency must be included on the student's degree plan.
- b) **University or College Activities.** Students are expected to involve themselves with activities on a college campus (which may include the campus where the student is employed-not to include any K-12 school). These may include, but are not limited to:
- Assisting with a College or departmental newsletter
  - Serving as Representative on Graduate Council
  - Serving as host/hostess during conventions or other professional development events for a college.
  - Organizing conferences and workshops
  - Assisting with campus activities
  - Assisting with recruitment activities
  - Assisting with Alumni activities
  - Preparing materials for campus activities
  - Attending faculty events

**DEPARTMENT OF HIGHER EDUCATION AND LEARNING TECHNOLOGIES**

**DOCTORAL RESIDENCY – EdD IN HIGHER EDUCATION**

**Application for EdD Doctoral Residency**

**Please Print**

\_\_\_\_\_

Last Name

First

M.I.

CWID

\_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ (A/C) Phone (home) \_\_\_\_\_

City

State

Zip

\_\_\_\_\_ (A/C) Phone (business) \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Semesters in residence: (Mark 3 consecutive semesters)

Semester	Year	Semester	Year	Semester	Year
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_____	_____	_____	_____	_____	_____
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Log of Residency Activities must be submitted and approved each semester for credit to be earned.

Six (6) semester credit hours per semester is defined as a minimum load for residency. Please list the semesters you are claiming for residency, with the classes to be taken each semester.

Semester	Year	Semester	Year	Semester	Year
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_____	_____	_____	_____	_____	_____
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_____	_____	_____	_____	_____	_____
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_____	_____	_____	_____	_____	_____
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Student Signature

Date

\_\_\_\_\_

\_\_\_\_\_

Advisor Signature

Date

\_\_\_\_\_

\_\_\_\_\_

**DEPARTMENT OF HIGHER EDUCATION AND LEARNING TECHNOLOGIES**

**DOCTORAL RESIDENCY – EdD IN HIGHER EDUCATION**

**Information Form for First Semester of Residency**

This form is to be completed at the end of each semester for that semester to be counted as part of the doctoral residency.

Last Name	First	M.I.	CWID
_____	_____	_____	_____

**COURSES COMPLETED THIS SEMESTER:**

<u>COURSE #</u>	<u>TITLE</u>	<u>GRADE</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**LIST ACTIVITIES COMPLETED AS PART OF RESIDENCY**

(Provide date, function, and your participation. You may use additional pages as necessary)

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<u>DATE</u>	<u>FUNCTION</u>	<u>DESCRIPTION OF ACTIVITY (what you did)</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Student Signature	Date
_____	_____

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Student has met all requirements for residency this semester:

Advisor Signature	Date
_____	_____

**DEPARTMENT OF HIGHER EDUCATION AND LEARNING TECHNOLOGIES**

**DOCTORAL RESIDENCY – EdD IN HIGHER EDUCATION**

**Information Form for Second Semester of Residency**

This form is to be completed at the end of each semester for that semester to be counted as part of the doctoral residency.

Last Name	First	M.I.	CWID
_____	_____	_____	_____

COURSES COMPLETED THIS SEMESTER:

<u>COURSE #</u>	<u>TITLE</u>	<u>GRADE</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

LIST ACTIVITIES COMPLETED AS PART OF RESIDENCY

(Provide date, function, and your participation. You may use additional pages as necessary)

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DATE	FUNCTION	DESCRIPTION OF ACTIVITY (what you did)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Student Signature	Date
_____	_____

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Student has met all requirements for residency this semester:

_____	_____
Advisor Signature	Date

**DEPARTMENT OF HIGHER EDUCATION AND LEARNING TECHNOLOGIES**

**DOCTORAL RESIDENCY – EdD IN HIGHER EDUCATION**

**Information Form For Third Semester of Residency**

This form is to be completed at the end of each semester for that semester to be counted as part of the doctoral residency.

Last Name

First

M.I.

CWID

\_\_\_\_\_

**COURSES COMPLETED THIS SEMESTER:**

COURSE #

TITLE

GRADE

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**LIST ACTIVITIES COMPLETED AS PART OF RESIDENCY**

(Provide date, function, and your participation. You may use additional pages as necessary)

\_\_\_\_\_

DATE

FUNCTION

DESCRIPTION OF ACTIVITY (what you did)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Student Signature

Date

\_\_\_\_\_

\_\_\_\_\_

Student has met all requirements for residency this semester:

\_\_\_\_\_

Advisor Signature

\_\_\_\_\_

Date

