

**University of Nevada, Las Vegas
School of Nursing**

**PhD in Nursing Program
Student Handbook
2009-2010**



Revised July 2009



Welcome from the Dean

I wish to welcome you to the PhD in Nursing Program at the UNLV School of Nursing. The motto of the School of Nursing is “Shaping the future of nursing today.” The School of Nursing strives to offer a curriculum that reflects current and future trends in the profession of nursing. This program prepares you to be future leaders, scholars/researchers, and educators. We are pleased that you have chosen UNLV to pursue your doctoral education. Welcome! Please take time to read this *Handbook*.

A handwritten signature in cursive script that reads "Carolyn Yucha".

Carolyn Yucha, PhD, RN, FAAN
Dean, School of Nursing

Welcome from the PhD Coordinator



As Coordinator of the PhD in Nursing Program, I also would like to welcome you to our program and congratulate on achieving another professional milestone in your life!

If you are a returning student, I am sure that we know each other. If you are new, I am also sure that we know each other although we may not have met yet. I sincerely hope that you will find this *Handbook* helpful to you in navigating through your doctoral education at UNLV. Please feel free to contact me at (702) 895-3175 and e-mail: yu.xu@unlv.edu or Raychell Hines at (702) 895-2013 and e-mail: raychell.hines@unlv.edu if you have questions after reading the *Handbook*. Remember your help is only a phone call or an e-mail away.

I wish you continued success in the PhD in Nursing Program!

A handwritten signature in cursive script that reads "Yu Xu".

Yu Xu, PhD, RN, CTN, CNE
Professor & PhD Coordinator

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INTRODUCTION

Welcome to the School of Nursing (SON) at the University of Nevada, Las Vegas. We look forward to working with you to achieve your academic and professional goals. This handbook is designed as a resource for information pertinent to the PhD in Nursing Program. If you find there is additional information you believe should be added to the handbook, please contact the PhD Coordinator. We welcome your input!

Additional publications students will need and find helpful are listed below:

- *Graduate Catalog* – Policies regarding admission, progress, and graduation (<http://catalog.unlv.acalog.com/index.php?catoid=2/>).
- *UNLV Student Conduct Code* – Policies regarding academic conduct at UNLV (<http://studentlife.unlv.edu/judicial/StudentConductCode.pdf>).
- *Guide to Preparing and Submitting a Thesis or Dissertation* – Resource for those completing a thesis or dissertation (http://graduatecollege.unlv.edu/PDF_Docs/t&dmanual.pdf).

These important documents and others can be accessed on the Graduate College web page at <http://graduatecollege.unlv.edu/current/> or at the official UNLV website (<http://www.unlv.edu/>).

INFORMATION ABOUT E-MAIL

The Graduate Program in the SON maintains a listserv which is available to both master and doctoral students. Please make sure you are signed up for the listserv. Only official UNLV e-mail addresses (Rebel mail) will be used for communication per UNLV policy. Every student is given a Rebel e-mail address upon official admission and enrollment at UNLV. You can forward all your Rebel mail messages to your preferred e-mail addresses if you have another e-mail account. Additionally, e-mail is the main vehicle used by the SON to provide students vital information about scholarships, announcements, class information, etc. Also, faculty and administrators frequently use e-mail to communicate with students.

INFORMATION ABOUT THE UNIVERSITY OF NEVADA, LAS VEGAS

Over 28,000 students enroll at UNLV's 335-acre campus. Most students are Nevada residents; however, a lively mixture of international and out-of-state students adds to the cosmopolitan flavor of the campus. UNLV is fully accredited by the Northwest Commission on Colleges and Universities, and many academic programs have received further accreditation from independent national accrediting bodies. The SON is accredited by the Nevada State Board of Nursing (702-486-5800 or 775-688-2620), the Commission on Collegiate Nursing Education (202-887-6791), and the National League for Nursing Accreditation Commission (1-800-669-1656).

Academic Calendar

There are three 15-week fall (early September to mid December), spring (early January to late April), and summer (mid May to late August) semesters for all SON programs. **This schedule is different from the rest of the University.**

RESOURCES ON CAMPUS

Library: UNLV has state of the art library and information services to support students and faculty as they pursue knowledge and conduct research. UNLV has a total of four libraries, three of which are special ones (Law Library, Curriculum Library, and Architecture Library). The Lied Library (<http://www.library.unlv.edu/>) is the main library and is most frequently used by nursing students and faculty. The Lied Library was completed in 2001, with 302,000 square feet of space and an award winning design and latest technology. Most of the health sciences journals offer full text feature. Students can use the library's desktop document delivery service or the interlibrary loan program if you can't locate an article within the UNLV holdings. There are over 200 electronic databases (including the major ones for nursing and other health sciences disciplines such as CINAHL and Medline) that can be accessed from any on- and off-campus site with an Internet connection. The online holdings have been adapted to provide optimal support for the online student. Many library services are specifically designed to meet the needs of distance education students such as the online live chat with a librarian and desktop document delivery. Although all of the librarians are ready to help, one librarian (Eva Stowers) serves as a designated liaison for SON and has special training and skills in meeting the needs of online nursing students.

Graduate and Professional Student Association (GPSA): The GPSA offers a variety of services to graduate students including grants for research. The GPSA computer lab and lounge are located in Room 3251 of the Lied Library. All enrolled graduate students may take advantage of GPSA services.

Bookstore: The University Bookstore is conveniently located behind the newly-built Student Union. Rebel Books is located on Maryland Parkway across from the University. Both bookstores have the required and recommended textbooks available for purchase. Other merchandise available includes supplies required for courses, reference materials, emblematic souvenirs, insignia clothing and a variety of sundry items. Both bookstores have extended hours of operation during the first week of the semester. You can order your textbooks online at: <http://unlv.bncollege.com/webapp/wcs/stores/servlet/BNCBHomePage?storeId=19074&catalogId=10001>. The phone number for the University Bookstore is (702) 895-3290.

Student Union: The newly built Student Union cooperates with university groups to promote and coordinate a full range of programs and events, which add color and life to the campus environment. It also provides the various services, conveniences and amenities that members of the university community need in their daily life on campus. Serving as the central gathering place for the entire university community, the Student Union houses cafeteria, coffee bars, game rooms, ballrooms, lounges, as well as meeting and program areas. Offices of the Consolidated Student Government (CSUN) are located there. The campus newspaper and radio station offices are also in the Union.

The Rebel Yell: The weekly campus newspaper, *The Rebel Yell*, is edited entirely by students, reflects student viewpoints and provides a listing of "happenings" on campus. The newspaper is distributed free on campus.

Graduate College Office: The Graduate College is located on the 3rd floor of the Flora Dungan Humanities Building (FDH). This office receives the application forms and transcripts for admission to the Graduate College. The Graduate College is responsible for tracking the admission, progression and graduation of students. The Graduate College deals with enrollment and registration problems and receives necessary forms that graduate students need to submit as they progress through their degree programs. Essential information for all graduate students can be accessed on the Graduate College web page at: <http://graduatecollege.unlv.edu/current/> (Phone: 702-895-3320)

Student Enrollment and Financial Services: This office can answer questions regarding residency requirements and is responsible for the processes of registration, withdrawals and recording graduation. The staff handles students' questions about their records and provides transcripts and enrollment certification documents (Phone: 702-895-3443).

Career Services: The Career Services Center (CSC) is designed to educate and assist students in all majors with the career planning and job searches. Services include resume writing, self-assessment resources, and videotaping equipment. CSC is located in the Student Services Complex in Room 301 (Phone: 702-895-3495).

Disability Resources Center: The Center provides academic accommodations for students with documented disabilities. To receive services, students will need to provide to the Center appropriate documentation of their disability from a recognized professional. The Center is located in the Reynolds Student Services Complex, Room 137 (Phone: 702-895-0866).

Counseling: The Student Psychological Service Center offers free professional counseling in the areas of personal, social and emotional concerns. Couples counseling, career development, drug and alcohol use assessment, and group counseling are also offered. These services, provided by clinical and counseling psychologists, are available to all currently enrolled students. The Center is located in the Reynolds Student Services Complex, Room 201 (Phone: 702-895-3627).

Student Health Service: The Claude I. Howard Student Health Center offers services to registered and enrolled UNLV students. The Center is located on campus, and open every school day from 8:00 am to 8:00 pm. During summer, the Center is open 8 am to 5 pm Monday through Friday. The Center staff includes nurse practitioners, physicians, registered nurses and support personnel to provide essential health services. Services offered include health information and advice, treatment for minor illness and first aid, early detection and referral of chronic illnesses, pregnancy testing and contraception, sexually transmitted disease screening and treatment, and evaluation of substance abuse. To obtain a full list of services, call (702) 895-3370.

In accordance with state law, all admitted students must prove immunity to tetanus, diphtheria, measles, mumps, rubella and others that may be specified by the State Board of Health, prior to being permitted to register for classes. Meningitis vaccines are recommended. In addition, nursing students are required to demonstrate proof of Hepatitis B vaccinations and annual tuberculosis testing. All newly admitted students are required to complete the Admission Health Report Form prior to registration for classes. For further information contact the Student Health Service at (702) 895-3370.

All graduate nursing students are required to maintain and show proof of current health insurance, malpractice insurance, and current license as an RN.

Student Health Insurance: Student health insurance is available to graduate students. This plan provides services beyond those available through the Student Health Center. Optional dependent insurance is also available. Claim form and brochures may be picked up in the Health Services Office or Cashier's Office prior to the beginning of each semester. For further information contact the Student Health Service at (702) 895-3370.

Student Financial Services: More detailed information is provided later in this document.

Veteran Services: The Veterans Administration recognizes UNLV as a fully accredited institution of higher learning where qualified veterans, service persons, certain wives, widows and children may pursue their educational goals under the various chapters of the Veterans' regulations (G.I. Bill, etc.). The Veteran Services office functions primarily for certification of enrollment status to the Veterans Administration. In addition, the office attempts to help veterans with questions about eligibility, specific problems and education benefits. The office is located in Maude Frazier Hall, Room 115 (Phone: 702-895-3424).

Housing and Food Service: Dormitories provide on-campus housing for enrolled single students, or those living away from spouse or children. The Office of Campus Housing is responsible for the development of a comprehensive housing and food service program. Applications for residency may be acquired by writing to Campus Housing, through the UNLV web site or by calling (702) 895-3489. Applications are processed as they are received.

The Hazel M. Wilson Dining Commons serves dormitory residents and other university students. Students living off campus may purchase a meal card or may pay in cash for each meal in the Dining Commons.

Housing when coming to UNLV: For those who want to stay close to the SON on the Maryland (Main) Campus when coming to UNLV, one of the closest hotels (about 10 minutes walk) is **Hyatt Place**. There are a few other hotels next to it. Here is the contact information:

Hyatt Place
4520 Paradise Road
Las Vegas, NV 89169
(702) 369-3366

SCHOOL OF NURSING VISION, MISSION AND GOALS

Vision Statement

Shape the future of nursing education, research, and practice.

Mission Statement

The mission of the School of Nursing is to improve human health through generating scientifically based innovations in education, research, and practice. The School of Nursing exists primarily to educate nurses at the undergraduate and graduate levels to meet the health care needs of Nevada.

Goals

1. To expand undergraduate and graduate programs while assuring high quality student-centered educational programs.
2. To increase nursing research to advance the science of nursing and to support UNLV's movement toward research-extensive status.
3. To insure culturally-competent evidence-based nursing practice.
4. To develop partnerships to improve community health outcomes through teaching, research, and service activities.
5. To increase community presence and enhance the financial resources of the SON.

OUTCOMES OF THE PhD IN NURSING PROGRAM

Individuals who complete the PhD in Nursing Program will be prepared for roles as leader, scholar/researcher, and educator in academia, the health care industry, or government and private organizations focused on health care. Graduates will demonstrate the following program outcomes:

- Provide leadership in the advancement of nursing as an academic and practice discipline and in political processes that affect nursing and healthcare.
- Conduct original research that generates new knowledge.
- Develop, implement and evaluate innovative approaches to teaching and learning.

PHILOSOPHY OF THE PhD IN NURSING PROGRAM

The program of study builds on the premise that students learn best when faculty model and exemplify what is taught. Faculty and students collaboratively seek to demonstrate the creativity and flexibility inherent in the teaching enterprise. It is believed that all participants have unique abilities and values which collectively enrich the program.

A program wide commitment to mutual respect for diversity of talents, viewpoints, experiences, and abilities shape the interactions of the program and serve as a yardstick for success. Innovation as inherent to the process of education is embraced as a program cornerstone. It is

further believed that education is not a commodity, but a service that can enhance the lives of faculty members, students, and patients served.

Modeling effective teaching requires faculty have a capacity to serve as participant and learner in the process of education. Conversely, the student serves not merely as a recipient, but as a collaborator in the educational process. Faculty members are responsible for creating the conditions for students to build competence and confidence in meeting program objectives. Students are responsible for their own learning: both choices made and consequences emergent from those choices.

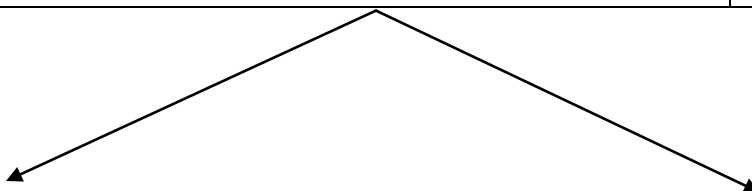
Located in the State of Nevada, the program attempts to express the values of the citizens of the state: pragmatism, independence, and self-development. The improved health care of the citizenry is viewed as the most positive outcome of the program. As graduates become **leaders** in nursing and healthcare, they impact quality of care delivery and healthcare systems. As nurse **scholars/researchers**, graduates contribute to the body of nursing knowledge benefiting not only students but also all recipients of care. As **educators**, graduates enhance the competencies of the students they teach, and ultimately the quality of care given to patients, families and communities.

PROGRAM OF STUDY

There are two options in the current PhD in Nursing Program: “Nursing Education” Option and “Urban Sustainability: Health” Option (approved and is scheduled to enroll students in Fall of 2010). The UNLV SON PhD in Nursing Curriculum Framework outlines the shared required core courses in the PhD in Nursing Program as well as the selected Option required courses.

PHD IN NURSING CURRICULUM FRAMEWORK

CORE COURSE (SHARED)	Credit
NURS 709 Teaching and Learning in Nursing	3
NURS 770 Knowledge Development in Nursing	3
NURS 771 Theory Development in Nursing	3
NURS 772 The Nurse as Leader	3
NURS 775 Statistical Methods for Nursing Research I: Univariate Methods	3
NURS 776 Statistical Methods for Nursing Research II: Multivariate Methods	3
NURS 779 Writing a Research Grant Application	2
NURS 780 Research Methods in Nursing	3
NURS 781 Qualitative Data Analysis Processes	3
NURS 785 Special Topics in Nursing Research	3
NURS 789 Independent Study/Elective Course in Research	3
NURS 797 Dissertation	12
	44



“Urban Sustainability: Health” Option (New Fall 2010)	
NURS 778 Geographic Information Systems for Health	3
NURS 782 Sustainability of Urban Health: Clinical Perspectives	4
NURS 783 Economics of Sustaining Urban Health	3
NURS 784 Health and Public Policy for Urban Sustainability	3
NURS 777 Individualized Study/ Dissertation Seminar	8
Option Total	21
Total	65

“Nursing Education” Option (Existing)	
NURS 710 Evaluation Strategies for Nurse Educator	3
NURS 724 Developing Curriculum for Nursing Education	3
NURS 733 Nursing Education Practicum I	3
NURS 774 Educational Theory & Philosophy for Nursing	3
NURS 790 Independent Teaching Practicum Seminar	1
NURS 791 Independent Teaching Practicum	8
Option Total	21
Total	65

COURSE DESCRIPTIONS

NURS 709 Teaching and Learning in Nursing

This course explores traditional and alternative teaching and learning concepts, skills, and strategies. Emphasis is on competencies of an educator. **3 Credits**

NURS 710 Evaluation Strategies for Nurse Educators

Develop formative/process and summative/outcome evaluations for patients, students, peers and programs using both traditional and alternative evaluation strategies. Experience in evaluating outcomes and processes of education will be accomplished within the context of nursing specialty area. **3 Credits**

NURS 724 Developing Curriculum for Nursing Education

Develop curriculum for educational programs in schools of nursing and clinical agencies. Clinical specialty area and intended practice setting will serve as context for course assignments. **3 Credits**

NURS 733 Nursing Practicum I

Apply strategies and concepts of the nurse educator role in a practice setting of choice and within the context of clinical specialty area. **3 Credits**

NURS 770 Knowledge Development in Nursing

This course offers a disciplinary context for doctoral study in nursing. The history and evolution of nursing knowledge is examined. Emphasis is on debates regarding what is known and how it is known. Prerequisite: enrollment in nursing doctoral program. **3 Credits**

NURS 771 Theory Development in Nursing

This course focuses on theoretical frameworks that guide the development of nursing knowledge. The methods and processes of theory development are analyzed. Prerequisite: enrollment in nursing doctoral program. **3 Credits**

NURS 772 The Nurse as Leader

This course focuses on leadership models as templates for the nurse leader. Factors that influence leadership will be explored. Prerequisite: enrollment in nursing doctoral program. **3 Credits**

NURS 774 Educational Theory and Philosophy for Nursing

Explores traditional and contemporary philosophies and theories of education within the context of societal development. Examines the role of educational theory and philosophy within nursing education. Prerequisite: enrollment in nursing doctoral program. **3 Credits**

NURS 775 Statistical Methods for Nursing Research I: Univariate Methods

Designed to provide students with skills necessary to understand, interpret, and conduct descriptive and univariate analysis relevant to the field of nursing. Students will gain practice experience examining real-world data sets using SPSS software. Prerequisite: enrollment in nursing doctoral program; successful completion of introductory graduate level statistics course. **3 Credits**

NURS 776 Statistical Methods for Nursing Research II: Multivariate Methods

Focuses on multivariate methods useful for the field of nursing research. Students will be expected to complete a capstone project to explore and implement statistical methods likely to be part of their dissertation projects. Prerequisite: enrollment in nursing doctoral program; NURS 775 or equivalent. **3 Credits**

NURS 777 Individualized Study/Dissertation Seminar

Individualized study or seminar to facilitate dissertation research. Prerequisite: Admission into doctoral program or permission of instructor. **1-8 credits**

NURS 778 Geographic Information Systems for Health

This course introduces the use of epidemiologic methods and modern geographic information systems to analyze the relationships between socioeconomic, physical, geopolitical, and demographic factors and urban health. These techniques form the basis of assessment of urban health problems to inform, plan, deliver, and evaluate appropriate interventions to ensure urban sustainability. Prerequisite: Admission into doctoral program or permission of instructor. **3 credits**

NURS 779 Writing a Research Grant Application

This course involves preparing and writing a research grant application. Students will learn how to prepare a research budget and budget justification; write a resources and environment section, a biosketch, and project timeline; and propose an innovative and significant research proposal. Prerequisite: NURS 780 or permission of instructor. **2 Credits**

NURS 780 Research Methods in Nursing

The course examines qualitative, quantitative and mixed-method approaches used in nursing research. Prerequisite: enrollment in nursing doctoral program. **3 Credits**

NURS 781 Qualitative Data Analysis Processes

Study of range of approaches to management of qualitative data; exploration of criteria for validity and reliability of outcomes. Prerequisite: enrollment in nursing doctoral program; NURS 780 or equivalent. **3 Credits**

NURS 782 Sustainability of Urban Health: Clinical Perspectives

This course focuses on air quality, potable water, waste disposal, disasters, and other potentially health-threatening urban environmental problems that affect urban sustainability in developing and developed countries. The impact of sustainability environmental practices on urban health will be examined. Prerequisite: Admission into doctoral program or permission of instructor; NURS 778. **4 credits**

NURS 783 Economics of Sustaining Urban Health

The course uses an economic sustainability approach to examine health effects of such issues as health insurance and health care financing, acute and chronic disease, and psychosocial issues. The economics of urban health in developing and developed countries will be compared. Prerequisite: Admission into doctoral program or permission of instructor. **3 credits**

NURS 784 Health and Public Policy for Urban Sustainability

This course examines urban health promotion in terms of primary, secondary, and tertiary prevention, with an emphasis on the policy issues and critical processes that shape them. Students will apply theories to identify urban health promotion issues that are linked to sustainability and identify policy strategies for upstream interventions. Prerequisite: Admission into doctoral program or permission of instructor. **3 credits**

NURS 785 Special Topics in Nursing Research

Provides the student with an opportunity for an in-depth exploration of specific aspects of nursing research issues and approaches. Prerequisite: NURS 780 and enrollment in nursing doctoral program. **2-8 Credits**

NURS 789 Independent Study

Supervised student designed study project done in consultation with instructor; must be submitted in writing to student advisor and graduate program coordinator for approval. Prerequisite: enrollment in nursing doctoral program, NURS 770, NURS 771, NURS 772, NURS 780. **3 Credits**

NURS 790 Independent Teaching Practicum Seminar

Taken concurrently with NURS 791, provides practical exploration in group setting of actual experiences and outcomes of independent teaching practicum; identifies options for enhanced personal performance as nurse educator. Prerequisite: enrollment in nursing doctoral program and NURS 724, NURS 733 or equivalents. **1 Credit**

NURS 791 Independent Teaching Practicum

Integrate knowledge and competencies of nurse educator through application in independently taught undergraduate nursing course; systematic exploration of roles, responsibilities, and opportunities inherent in practice of nursing education. Prerequisite: enrollment in nursing doctoral program and NURS 724, NURS 733 or equivalents. **8 Credits**

NURS 797 Dissertation

Research analysis and writing toward completion of dissertation and subsequent defense. Only 12 credits apply to program requirements. Enrollment must be continuous. S/F grading only. Prerequisite: enrollment in nursing doctoral program and successful completion of Comprehensive Examination. **3-6 Credits**

**SAMPLE COURSES OF STUDY FOR FULL-TIME AND PART-TIME STUDY
("Nursing Education" Option)**

A. Sample Course of Study: Full-Time Student – Total (65 credits) Program

The following is a typical schedule for students enrolled in the program, assuming a full-time course load of 9 credits per semester and continuous enrollment throughout the year.

Year 1

Fall:	NURS 770: Knowledge Development in Nursing	3 credits
	NURS 774: Educational Theory and Philosophy for Nursing	3 credits
	NURS 780: Research Methods in Nursing	3 credits
Spring:	NURS 771: Theory Development in Nursing	3 credits
	NURS 775: Statistical Methods for Nursing Research I	3 credits
	NURS 781: Qualitative Data Analysis Processes	3 credits
Summer:	NURS 772: The Nurse as Leader	3 credits
	NURS 776: Statistical Methods for Nursing Research II	3 credits
	NURS 779: Writing a Research Grant Application	2 credits

Year 2

Fall:	NURS 709: Teaching and Learning in Nursing	3 credits
	NURS 710: Evaluation Strategies for Nurse Educators	3 credits
	NURS 785: Special Topics in Nursing Research	3 credits
Spring:	NURS 724: Developing Curriculum for Nursing Education	3 credits
	NURS 733: Nursing Practicum I	3 credits
	NURS 789: Independent Study/Elective course in Research	3 credits
Summer:	NURS 790: Independent Teaching Practicum Seminar	1 credit
	NURS 791: Independent Teaching Practicum	8 credits

Year 3

Fall:	NURS 797: Dissertation	6 credits
Spring:	NURS 797: Dissertation	<u>6 credits</u>
		65 credits

B. Sample Course of Study: Full-Time Student – Total (53 credits) Program

Students who have completed master's or post-master's courses in nursing education (NURS 709, NURS 710, NURS 724, and NURS 733) at UNLV or equivalents prior to enrollment in the PhD in Nursing Program would follow a "fast option."

Year 1

Fall:	NURS 770: Knowledge Development in Nursing	3 credits
	NURS 774: Educational Theory and Philosophy for Nursing	3 credits
	NURS 780: Research Methods in Nursing	3 credits
Spring:	NURS 771: Theory Development in Nursing	3 credits
	NURS 775: Statistical Methods for Nursing Research I	3 credits
	NURS 781: Qualitative Data Analysis Processes	3 credits
Summer:	NURS 772: The Nurse as Leader	3 credits
	NURS 776: Statistical Methods for Nursing Research II	3 credits
	NURS 779: Writing a Research Grant Application	2 credits

Year 2

Fall:	NURS 789: Independent Study/Elective course in Research	3 credits
	NURS 785: Special Topics in Nursing Research	3 credits
Spring:	NURS 790: Independent Teaching Practicum Seminar	1 credit
	NURS 791: Independent Teaching Practicum	8 credits
Summer:	NURS 797: Dissertation	6 credits

Year 3

Fall:	NURS 797: Dissertation	<u>6 credits</u>
		53 Credits

C. Sample Course of Study: Part-Time Student – Total (65 credits) Program

Since courses are offered only once a year, those students enrolling part-time would spread courses over three (3) to four (4) years prior to candidacy. The following is a typical part-time plan of study for these students.

Year 1

Fall:	NURS 770: Knowledge Development in Nursing	3 credits
	NURS 780: Research Methods in Nursing	3 credits
Spring:	NURS 771: Theory Development in Nursing	3 credits
	NURS 781: Qualitative Data Analysis Processes	3 credits
Summer:	NURS 772: The Nurse as Leader	3 credits
	NURS 779: Writing a Research Grant Application	2 credits

Year 2

Fall:	NURS 709: Teaching and Learning in Nursing	3 credits
	NURS 774: Educational Theory and Philosophy for Nursing	3 credits
Spring:	NURS 724: Developing Curriculum for Nursing Education	3 credits
	NURS 775: Statistical Methods for Nursing Research I	3 credits
Summer:	NURS 733: Nursing Practicum I	3 credits
	NURS 776: Statistical Methods for Nursing Research II	3 credits

Year 3

Fall:	NURS 710: Evaluation Strategies for Nurse Educators	3 credits
	NURS 785: Special Topics in Nursing Research	3 credits
Spring:	NURS 790: Independent Teaching Practicum Seminar	1 credit
	NURS 791: Independent Teaching Practicum	8 credits
Summer:	NURS 789: Independent Study/Elective course in Research	3 credits

Year 4

Fall:	NURS 797: Dissertation	6 credits
Spring:	NURS 797: Dissertation	<u>6 credits</u>
		65 Credits

4. Sample Course of Study: Part-Time Student – Total (53 credits) Program

Since courses are offered only once a year, those students enrolling part-time in the program’s “fast option” (i.e. 53-credit program) would follow a comparable plan of study, but would spread this over three (3) to four (4) years of course work prior to candidacy. The following is a typical part-time plan of study for these students.

Year 1

Fall:	NURS 770: Knowledge Development in Nursing	3 credits
	NURS 780: Research Methods in Nursing	3 credits
Spring:	NURS 771: Theory Development in Nursing	3 credits
	NURS 781: Qualitative Data Analysis Processes	3 credits
Summer:	NURS 772: The Nurse as Leader	3 credits
	NURS 779: Writing a Research Grant Application	2 credits

Year 2

Fall:	NURS 774: Educational Theory and Philosophy for Nursing	3 credits
	NURS 785: Special Topics in Nursing Research	3 credits
Spring:	NURS 775: Statistical Methods for Nursing Research I	3 credits
	NURS 789: Independent Study/Elective course in Research	3 credits
Summer:	NURS 776: Statistical Methods for Nursing Research II	3 credits

Year 3

Fall:	NURS 790: Independent Teaching Practicum Seminar	1 credit
	NURS 791: Independent Teaching Practicum	8 credits
Spring:	NURS 797: Dissertation	6 credits
Summer:	NURS 797: Dissertation	<u>6 credits</u>
		53 Credits

Note: All part-time students are required to complete one semester of full-time study to meet the requirement for the Independent Teaching Practicum (NURS 791) and Independent Teaching Practicum Seminar (NURS 790).

**SAMPLE COURSES OF STUDY FOR FULL-TIME AND PART-TIME STUDY
("Urban Sustainability: Health" Option)**

A. Sample Course of Study: Full-Time Student

The following is a typical schedule for students enrolled in the program, assuming a full-time course load of 9 credits per semester and continuous enrollment throughout the year.

Year 1

Fall:	NURS 770: Knowledge Development in Nursing	3 credits
	NURS 778: Geographic Information Systems for Health	3 credits
	NURS 780: Research Methods in Nursing	3 credits
Spring:	NURS 771: Theory Development in Nursing	3 credits
	NURS 775: Statistical Methods for Nursing Research I	3 credits
	NURS 781: Qualitative Data Analysis Processes	3 credits
Summer:	NURS 772: The Nurse as Leader	3 credits
	NURS 776: Statistical Methods for Nursing Research II	3 credits
	NURS 779: Writing a Research Grant Application	2 credits

Year 2

Fall:	NURS 782: Sustainability of Urban Health: Clinical Perspectives	4 credits
	NURS 709: Teaching and Learning in Nursing	3 credits
	NURS 785: Special Topics in Nursing Research	3 credits
Spring:	NURS 784: Health and Public Policy for Urban Sustainability	3 credits
	NURS 777: Individualized Study/Dissertation Seminar	4 credits
	NURS 789: Independent Study/Elective in Research	3 credits
Summer:	NURS 783: Economics of Sustaining Urban Health	3 credits
	NURS 777: Individualized Study/Dissertation Seminar	4 credits

Year 3

Fall:	NURS 797: Dissertation	6 credits
Spring:	NURS 797: Dissertation	<u>6 credits</u> 65 credits

B. Sample Course of Study: Part-Time Student

Since courses are offered only once a year, those students enrolling part-time would spread courses over three (3) to four (4) years prior to candidacy. The following is a typical part-time plan of study for these students.

Year 1

Fall:	NURS 770: Knowledge Development in Nursing	3 credits
	NURS 780: Research Methods in Nursing	3 credits
Spring:	NURS 771: Theory Development in Nursing	3 credits
	NURS 781: Qualitative Data Analysis Processes	3 credits
Summer:	NURS 772: The Nurse as Leader	3 credits
	NURS 779: Writing a Research Grant Application	2 credits

Year 2

Fall:	NURS 778: Geographic Information Systems for Health	3 credits
	NURS 782: Sustainability of Urban Health: Clinical Perspectives	4 credits
Spring:	NURS 775: Statistical Methods for Nursing Research I	3 credits
	NURS 784: Health and Public Policy for Urban Sustainability	3 credits
Summer:	NURS 776: Statistical Methods for Nursing Research II	3 credits
	NURS 783: Economics of Sustaining Urban Health	3 credits

Year 3

Fall:	NURS 709: Teaching and Learning in Nursing	3 credits
	NURS 785: Special Topics in Nursing Research	3 credits
Spring:	NURS 789: Independent Study/Elective course in Research	3 credits
	NURS 777: Individualized Study/Dissertation Seminar	2 credits
Summer:	NURS 777: Individualized Study/Dissertation Seminar	6 credits

Year 4

Fall:	NURS 797: Dissertation	6 credits
Spring:	NURS 797: Dissertation	<u>6 credits</u>
		65 credits

PhD PROGRAM COMPLETION REQUIREMENTS

1. Credit Hours and Grade Point Average

A minimum of 65 graduate credit hours is required. For “Nursing Education” Option, students who have completed NURS 709, NURS 710, NURS 724, and NURS 733 in either their master’s or post-master’s education at UNLV or have a master’s degree or post-master certificate in nursing education from another accredited institution are required to complete a minimum of 53 graduate credit hours. **A grade point average of 3.0 must be maintained in all courses required for the PhD degree; no grade less than B is acceptable for curricular completion of the PhD in Nursing Program.** Each student, upon admission, will be assigned an advisor. The advisor (and later the Advisory Committee including the chair of the Advisory Committee if in place) will plan the student’s entire degree program of study and submit it to the Graduate College by the end of the third semester of enrollment. The degree program requires the approvals of the student, advisor, the PhD Coordinator, the appropriate academic dean, and the Graduate Dean.

2. Progression and Policies

The Advisor monitors the student’s progress through the program of study. In addition, the PhD Coordinator will monitor the student’s progress, including adherence to all established policies of the Graduate College. At any given time, the student can request a change of advisor or chair of Advisory Committee. However, it is the student’s responsibility to secure approval of an individual faculty member who agrees to serve as his or her advisor before changing the original advisor, subject to Graduate College approval. Also, it is the student’s responsibility to make sure that his or her chosen advisor or chair has current full graduate faculty status at UNLV, which can be checked at: <http://graduatecollege.unlv.edu/facstaff/status.html>.

Consistent with current Graduate College policies, there is no mechanism in place at this time to “challenge” PhD degree courses either by exam or by portfolio of experiences.

3. Comprehensive Examination

Upon completion of all required coursework, each student must take the Comprehensive Examination to assess his/her readiness to begin the doctoral dissertation. The Comprehensive Examination has written and oral components and occurs during the final semester of required doctoral coursework preceding enrollment in Dissertation (NURS 797) . The Comprehensive Examination may be repeated only once. The re-examination must occur between 3-6 months from the date of the initial examination. If the student fails the second attempt of the written, oral, or both components, the student will be separated from the PhD program. Refer to the section on the Comprehensive Examination for information regarding the specific policy and procedures.

4. Dissertation Prospectus

Upon successfully completing the Comprehensive Examination, the student submits a dissertation prospectus to his/her Advisory Committee for approval. Once the prospectus is

approved by the Advisory Committee, the student submits a “Prospectus Approval Form” to the Graduate College. Upon completion of these requirements, the student achieves candidacy and can register for dissertation credits and begin his or her independent dissertation research. The student’s dissertation chair and the Advisory Committee are responsible for the student’s progression through the dissertation.

5. Final Oral Examination

Upon completion of the dissertation, the student must pass a final oral examination which involves the successful defense of his/her dissertation study. All Advisory Committee members must be present for this examination and may question the student following presentation of the study. The defense will be scheduled and conducted in accordance with the Graduate College’s policies for thesis and dissertation.

GRADING SCALE OF THE SCHOOL OF NURSING

A	93-100	B-	80-82	D+	68-69
A-	90-92	C+	78-79	D	63-67
B+	88-89	C	75-77	D-	60-62
B	83-87	C-	70-74	F	Below 59

NOTE: The passing grade for students in the graduate degree courses (600 or 700 level courses) is 83% (B) or above.

FEES, EXPENSES AND FINANCIAL ASSISTANCE

Tuition and Fees

Detailed information concerning tuition and fees is found on the Graduate College web site at: <http://graduatecollege.unlv.edu/>

Financial Assistance

Students should check with the Office of Student Financial Services for specific scholarships/loans available. The Office of Student Financial Services can provide the necessary forms to be submitted. This office is located in the Student Services Complex, Room 232 (702-895-3424). To facilitate application the student should complete the Free Application for Federal Student Aid (FAFSA) on the Web (<http://financialaid.unlv.edu/Applications/fafsa.asp>).

Scholarships and Traineeships

Scholarships available to graduate students in all disciplines: Scholarships for which all graduate students on campus may apply are identified in the Graduate Catalog. Students should check with the Graduate College web page for the latest information on Graduate Scholarships and Fellowships.

Scholarships available to Students enrolled in the Graduate Program in Nursing: A number of scholarship and fellowship opportunities are available through the SON. Please review the School website for up-to-date information on these opportunities (http://nursing.unlv.edu/student_financial.html). Below is a description of some of these opportunities.

Zeta Kappa Chapter at UNLV of Sigma Theta Tau International Research Scholarships:

Competitive awards provided to members of the honor society for completion of research projects or as awards for winning the research poster competition. Information may be obtained from the Zeta Kappa Chapter of Sigma Theta Tau International website: <http://www.unlv.edu/orgs/zetakappa/>.

Dean's Fellowship, Rebecca and Harry Lahr Scholarships, Sierra Health Care Fellowship, and Fujinaga Fellowship:

The purpose of the fellowship is to allow qualified graduate nursing students the opportunity to complete graduate studies in a timely manner by affording these selected students a chance to focus on full-time course work. For the purpose of clarification, graduate nursing students refer to individuals trained in advanced degree programs in the following areas: (1) masters nurse practitioner track; (2) masters nurse educator track; and (3) PhD in Nursing Program. The SON defines full-time study to mean course load of 9 credit hours per semester for those without a graduate assistantship or 6 credit hours per semester for those with a graduate assistantship as outlined in the SON Graduate Student Handbook. The graduate student must have a cumulative GPA of 3.2. The amount of the award is \$20,000 or \$30,000 payable over the three semesters. Students apply annually. Time frames for application are announced in the spring semester. Announcements of the awards for fall and spring semester are made in the summer. Students receive this award while serving as a Graduate Assistant.

Federal Nursing Traineeships: The SON has been awarded traineeships for graduate students. These vary in amount and are normally awarded to graduate students who are full-time students or part-time students if within 6 months of graduation. Announcements of traineeships are sent to admitted graduate students prior to the beginning of each fall semester and students who meet the criteria must apply for the traineeships.

Faculty Nurse Loan Program: This is a federal forgiveness loan program for individuals pursuing an advanced degree in nursing education. Tuition, fees and books are covered by this loan. A student may obtain this loan for up to 5 years as long as the student is enrolled. Within 12 months of graduation the student must find employment teaching in a school of nursing. At the end of each of the first three years 20% of the loan is forgiven and at the end of the 4th year of employment teaching in a school of nursing another 25% of the loan is forgiven. Please check with the Graduate Secretary to determine if these funds are available as they are awarded to the SON year by year from the federal government.

GRADUATE ASSISTANTSHIPS

Graduate assistantships are available in the SON. A graduate assistant (GA) may be employed to teach or assist faculty involved in research and other scholarly activities. A limited number of graduate assistantships are available. These positions are subject to the provisions listed below.

Value/Benefits of Being a GA

Opportunity to:

- apply what you learned in research class
- get-to-know nursing faculty and staff (and possibly other UNLV faculty/staff)
- learn skills that are not taught in the classroom
- be mentored
- experience potentially life-changing events
- get paid to think and be creative
- work normal hours and unlikely to work nights
- stay below the high-tax bracket and have a portion of your tuition paid
- learn things that could help you write a capstone paper, professional paper, thesis, or become a faculty member

GA Hiring Process and Qualifications

1. Each spring the Associate Dean for Research will coordinate the advertising and hiring of GAs. In general, graduate students will receive notice of the graduate assistantship opportunities along with a GA Interest Form. Graduate students can indicate their interest by e-mailing a completed GA Interest Form to the Associate Dean for Research. Upon receipt of the GA Interest Forms, the Associate Dean for Research will match the graduate students' interest with an appropriate faculty GA mentor. Graduate assistantships will be assigned within a month of receipt of the GA Interest Form. The number of graduate assistantships will be dependent on funding. Under extenuating circumstances, graduate assistantships may be filled after August 1.
2. A GA must have Graduate Standing (master's or PhD student) status at the start of the GA appointment.
3. A graduate assistantship is normally offered for 12 months, starting July 1 and ending June 30 (The starting date for newly admitted graduate students may be August 1). A GA is expected to spend 20 hours per week on GA duties. A new application must be made for each year. If a GA does not make satisfactory academic progress or does not satisfactorily perform assigned duties, the graduate assistantship may be terminated.
4. An incomplete grade on the academic record will terminate the graduate assistantship for the following semester. A student with an incomplete may not receive a graduate assistantship.

5. Currently, a 12-month graduate assistantship carries a stipend of \$15,000 for a master's student and \$18,000 for a PhD student. In addition, fee waivers are normally approved for course work directly related to the degree program. This tuition waiver covers approximately 87% of the per credit hour fee. The out-of-state tuition is waived while the GA is on contract. Additionally, both master's and PhD students can apply for supplemental fellowships.
6. During the fall and spring semesters, a GA is expected to carry a minimum of 6 credits. Exceptions will be permitted only with specific written consent of the Deans of SON and Graduate College. During the summer semester, a GA is expected to carry a minimum of 3 credits. When on a 12-month contract, a GA is expected to carry the 3 summer credits in May when the SON summer school begins. Tuition waivers are available in summer terms. Such waivers can be obtained for no more than two summer sessions.
7. A GA may not accept employment on or off campus until they have received written permission from the Deans of SON and Graduate College. Generally, GAs can work up to 12 hours off campus per week.
8. Graduate assistantship offers are only valid if signed by the Graduate Dean.

Graduate Assistantship Duties and Expectations

Under the supervision of a faculty GA mentor, the GA may:

1. Conduct learning experiences with students in the classroom, clinical area, Learning Resource Laboratory, or other instructional setting;
2. Prepare instructional material;
3. Consult with students regarding course content;
4. Evaluate and grade student's performance; and
5. Assist faculty with research such as library research, data collection and data entry.

A GA is expected to ...

- do high-quality work.
- be responsible/accountable.
- show initiative.
- think critically.
- communicate respectfully and professionally.

A GA is expected to attend mandatory university GA workshops and the SON GA Orientation. A GA will be informed of these workshops and the orientation in their appointment letter. The GA Orientation will be held during the orientation week in September.

A GA is expected to complete two contracts: 1) Graduate College Graduate Assistantship Contract and 2) SON GA Contract. These contracts must be completed before the GA appointment starts. Copies of these contracts will be provided by the Graduate College and SON, respectively.

A GA is expected to maintain a log that describes specific GA activities. Information about the logs will be provided in the GA Orientation.

A GA is expected to attend an end-of-semester progress meeting. The objectives of this meeting are to obtain feedback from the GA about the experience and review semester activities. The meeting will be arranged by the Associate Dean for Research and attended by the Associate Dean for Research and graduate program coordinators as appropriate.

A GA in the SON is not considered a member of the program, department, or school faculty organizations. However, a GA may hold membership as students on graduate program standing committees according to the SON by-laws. See the Graduate College Policy Manual for Graduate Assistantship Regulations and Policies on the web at <http://graduatecollege.unlv.edu/>

APPEAL PROCEDURES FOR GRADUATE STUDENTS

Appeals are requests for consideration of an admission decision, course grade, alleged unfair practice, and relief or waiver from a UNLV policy or requirement. Appeals must be filed with the Graduate College office (FHD 309) in a timely manner. The Graduate College office must receive grade appeals within 60 calendar days from the last day of the term/semester in question. The Registrar's Office must receive notification to change a grade due to clerical error within 60 calendar days from the last day of the term/semester. Each appeal is reviewed individually and a decision will be based on the merits and the documentation provided.

It is the student's responsibility to provide a clear and concisely written statement of the appeal and to provide all relevant documentation to be reviewed. Written appeals must include:

1. *UNLV Graduate College Appeal Form* as a cover sheet
2. Written Statement of Appeal addressed to the appropriate UNLV administrator
3. Relevant documentation and support. For example, documents may include medical records, work verification, police reports, death certificates, airline receipts, letters from professors on University letterhead, transcripts, etc.

If the issue is not resolved between the student and the course instructor, a written appeal should first be directed to the SON PhD Coordinator. If the problem remains unresolved to the student's satisfaction, appeals must be directed in progressive order to the Associate Dean for Academic Affairs, SON Dean, then subsequently to the Graduate Dean. The Graduate Dean may act to resolve the problem or request the Graduate College Committee on Graduate Student and Faculty Issues to review the problem and make their recommendation to the Graduate Dean. The Graduate Dean will inform the student of the final decision.

The Graduate College Graduate Student and Faculty Issues Committee is the designated University Committee to hear graduate student and faculty appeals and is composed of graduate faculty and graduate student representatives. Each appeal is reviewed individually and a decision will be based on the merits and the documentation provided. In addition, colleges/schools and departments may have varying methods of processing appeals. Your colleges/schools and department should be contacted for specific policies and procedures.

Timeline from Admission to Graduation

STEPS	WHO	DEADLINES
Advisor assigned	School of Nursing	Upon admission to the Graduate College (Advisor selected by SON from doctoral faculty)
Submit Proposed Degree Program to Graduate College	Doctoral Degree Students	By the beginning of the 3 rd semester of enrollment.
Select Advisory (Dissertation) Committee	Doctoral Students	Prior to taking Comprehensive Examination and advancing to candidacy
Comprehensive Examination	Doctoral Students	During the final semester of required doctoral coursework preceding enrollment in Dissertation (NURS 797).
Submit Prospectus Approval to Graduate College	Doctoral Degree Students	Prior to advancing to candidacy.
Advance to Candidacy	All Doctoral Degree Students	Differs by department but generally occurs after all coursework is complete, the comprehensive examination is passed, and the prospectus is approved by the Graduate Dean.
Apply for Graduation	All Graduate Degree Students	The exact deadline is announced each semester in the UNLV Schedule of Classes.
Submit Dissertation for Initial Format Check	All Doctoral Degree Students	Suggested deadline: 8 th week of the semester that graduation is anticipated.
Submit Dissertation Draft to Committee	All Doctoral Degree Students	8 th week of the semester that graduation is anticipated.
Completed Dissertation to Committee	All Doctoral Degree Students	Minimum of 1 week prior to dissertation defense.
Dissertation Defense	All Doctoral Degree Students	A minimum of 3 weeks prior to the last day of instruction of the term in which graduation is anticipated.
Submit Final Copies of Dissertation to Graduate College	All Doctoral Degree Students	A minimum of 2 weeks before the end of instruction of the term in which graduation is anticipated.
Submit Final Exam or Oral Defense Results to Graduate College	All Doctoral Degree Students	A minimum of 2 weeks before the end of instruction of the term in which graduation is anticipated.
Graduation	All Graduate Degree Students	Granted after all requirements are fulfilled.

**UNIVERSITY OF NEVADA, LAS VEGAS
SCHOOL OF NURSING**

PhD IN NURSING PROGRAM

COMPREHENSIVE EXAMINATION POLICIES AND PROCEDURES

POLICY: The Comprehensive Examination will occur during the final semester of required doctoral coursework preceding enrollment in Dissertation (NURS 797). The student must pass the Comprehensive Examination prior to enrollment in Dissertation. This policy is supplemental to those of the UNLV Graduate College and describes the policy of the School of Nursing PhD in Nursing Program, which, in addition to all UNLV Graduate College policies, applies to students in this program. Should there be a conflict between this policy and those of the UNLV Graduate College, Graduate College policies will prevail.

RATIONALE: The purpose of the Comprehensive Examination is to assess a doctoral student's readiness to begin the doctoral dissertation. Specifically, the examination will evaluate a student's written and oral articulation of a possible dissertation research focus or problem.

PROCEDURE:

I. Composition of the Comprehensive Examination Committee

The Comprehensive Examination Committee is composed of the nursing faculty members of the student's dissertation committee. In accordance with UNLV Graduate College policy, all Comprehensive Examination Committee members have expertise in some aspect of the student's area of research concentration. The chairperson of the Comprehensive Examination Committee will also serve as the chairperson of the dissertation committee.

II. Scheduling of the Comprehensive Examination Committee

- A. Before, but no later than the second week of the final semester of required doctoral coursework preceding enrollment in Dissertation (NURS 797), the student will meet with the chairperson of the Comprehensive Examination Committee and discuss dates for completing the written and oral components of the Comprehensive Examination. The three dates to discuss are the a) start and b) completion (two weeks before the oral component) dates of the written component and c) the date of the oral component (2-4 weeks after submission of the written component). Upon identifying tentative dates, the student contacts the two other Comprehensive Examination Committee members to confirm their acceptance of these dates.
- B. Once these dates have been agreed upon by the student and Comprehensive Examination Committee members, the chairperson of the Comprehensive Examination Committee completes the PhD in Nursing Program Appointment of Comprehensive Examination Committee Approval Form (Attachment #1), which identifies the Comprehensive Examination Committee membership. A signed copy of

this approval form is distributed to the student, the Comprehensive Examination Committee members, and the PhD Coordinator. The PhD Coordinator will put a copy of this approval form in the student's academic file.

- C. During the period between the start and completion dates of the written component, the student must refrain from discussing the written component of the Comprehensive Examination with all Comprehensive Examination Committee members and all other UNLV faculty and students. The Comprehensive Examination Committee members, including the chairperson, must refrain from discussing the written component of the Comprehensive Examination with the student. The student is strongly advised to meet with the chairperson prior to the start date to review the guidelines. **A lack of compliance with this procedure is viewed as student academic misconduct and will be addressed by following the UNLV academic misconduct procedures.**

III. The Written Component of the Comprehensive Examination

- A. The written component must be started and completed no later than the 13th week of the final semester of required doctoral coursework preceding enrollment Dissertation (NURS 797).
- B. The student will write a dissertation pre-proposal paper following the guidelines described in the PhD in Nursing Program Guidelines for the Comprehensive Examination (Attachment #2). Once the start date begins, the student must comply with a period of silence as described in IC above.
- C. The student must deliver via e-mail a completed written component to each Comprehensive Examination Committee member no later than two weeks before the date of the oral component. The student must ensure that each committee member has received a copy of the written component. The student is strongly advised to contact each member by e-mail or telephone to verify receipt. A delay in receipt could delay the oral component.
- D. If a student is unable to complete the written component of the Comprehensive Examination because of illness or other emergency, the student must notify the chairperson in writing before the scheduled date. The chairperson will notify the other committee members and the PhD Coordinator. The student must reschedule the completion date, and possibly, the date of the oral component.
- E. The Comprehensive Committee will review and evaluate the written component prior to the oral component. To evaluate the written component, committee members will complete and submit the PhD in Nursing Program Comprehensive Examination Evaluation Sheet (Attachment #3) to the chairperson prior to the oral component. The written component is graded as pass/fail. A passing grade must be unanimous from the Comprehensive Examination Committee members. The student will receive a copy of the PhD in Nursing Program Comprehensive Examination Evaluation Sheet,

(Attachment #3) at the end of the oral component. This component must be passed to enroll in Dissertation (NURS 797).

IV. The Oral Component of the Comprehensive Examination

- A. The student must travel to the UNLV campus for the oral component of the Comprehensive Examination.
- B. The oral component must be held 2-4 weeks after submission of the written component to the Comprehensive Examination Committee. The 15th week of the final semester of required doctoral coursework preceding enrollment in Dissertation (NURS 797) is the last possible week for the oral component.
- C. The student will prepare an informal presentation. The content and format will follow the PhD in Nursing Program Guidelines for the Comprehensive Examination (Attachment #2). Following the presentation, Comprehensive Examination Committee members will ask questions concerning the written and oral content.
- D. After the question-and-answer session, the chairperson will ask the student to leave the room. In the student's absence, committee members will complete the PhD in Nursing Program Comprehensive Examination Evaluation Sheet (Attachment #2) for the oral component and submit to the chairperson. Then the chairperson will ask the student to return to the room and then inform the student of the grades of the written and oral components of the Comprehensive Examination. The student will receive a copy of the written and oral components of the Evaluation Sheet. The student must receive a passing grade from all Comprehensive Examination Committee members for both the written and oral components.
- E. If the student is unable to complete the oral component because of illness or other emergency, the student must notify the chairperson in writing before the scheduled date. The chairperson will notify the other committee members and the PhD coordinator. The student must reschedule the oral component as soon as possible. If the oral component cannot be rescheduled within 4 weeks of the completion date of the written component, then enrollment in Dissertation (NURS 797) will be delayed accordingly.

V. Passing/Failing the Comprehensive Examination

- A. A student receiving a passing grade for both the written and oral components of the Comprehensive Examination may enroll in Dissertation (NURS 797).
- B. Passing both components of the Comprehensive Examination does not preclude any changes to the dissertation. Changes may be made as deemed necessary by the student, the dissertation committee, or both.

- C. A student who does not pass the initial written, oral, or both components must repeat the failed component(s) before enrollment in Dissertation (NURS 797). The student is responsible for scheduling a re-examination of the failed component(s). The re-examination must occur between 3-6 months from the date of the initial examination. The grading of the re-examination is the same as the initial examination. The written and/or oral components of the Comprehensive Examination may be repeated only once. If the student fails the second attempt of the written, oral, or both components, the student will be separated from the PhD program.

Approved by: Graduate Faculty 7/14/08
Approved by Academic Affairs: 7/21/2008
Approved by Faculty Organization: 8/04/2008

PhD IN NURSING PROGRAM
GUIDELINES FOR THE COMPREHENSIVE EXAMINATION
ATTACHMENT #2

The purpose of the Comprehensive Examination is to assess a doctoral student's readiness to begin the doctoral dissertation. Specifically, the examination will evaluate a student's written and oral articulation of a possible dissertation research focus or problem.

Written Component of the Comprehensive Examination: The written component of the Comprehensive Examination is a formal dissertation pre-proposal paper (maximum length of 20 double-spaced pages with one inch top, bottom, left, and right margins, excluding reference list, tables or appendices). The paper's content is described below.

Oral Component of the Comprehensive Examination: The oral component of the Comprehensive Examination consists of a 20-minute informal oral presentation by the student and a question-and-answer session. The presentation's content is described below. A student may refer to notes and utilize a whiteboard during the presentation, but the use of other written or visual aids (e.g., PowerPoint slides or the formal paper) is not allowed to maintain the oral articulation of this component. After the presentation, a question-and-answer session will be held. The Comprehensive Examination Committee will ask the student to respond to questions about the written and oral content.

Content of the Written and Oral Components of the Comprehensive Examination: The content of the written and oral components of the Comprehensive Examination should address four major areas:

- 1. Dissertation Focus or Problem:** Identification of the focus or problem and its scope. Delineation of the significance of the focus or problem to the discipline of nursing. A description of the gaps that this focus or problem addresses in the state of the science or the potential discovery of new knowledge. A description of the research purpose or specific aims.
- 2. Review of Literature:** A synthesis of the state of the science (current evidence) relevant to the focus or problem. A critique of the state of the science relevant to the focus or problem to highlight the innovation of scientific inquiry into this focus or problem. A research purpose or specific aims that logically flow from the synthesis and critique of the state of the science.
- 3. Theory /Conceptual Framework (If Applicable):** If applicable, an explanation of the theoretical or conceptual basis of the focus or problem.
- 4. Methods:** A description of the scientific approach (e.g., design and procedure, sample [size, selection method, inclusion and exclusion criteria], study variables, data collection methods and procedures, and data analysis) to address the focus or problem. A scientific and comprehensive justification or rationale for all aspects of the scientific approach.

**PhD IN NURSING PROGRAM
COMPREHENSIVE EXAMINATION EVALUATION SHEET
ATTACHMENT #3**

Student _____

Check type of feedback:

Written Component

Oral Component

Provide feedback in the specific areas below. Refer to the Guidelines for the Comprehensive Examination for a description of each area.

1. Dissertation Focus or Problem:

2. Review of Literature:

3. Theory /Conceptual Framework (If Applicable):

4. Methods:

Check pass/fail status: <input type="checkbox"/> Pass <input type="checkbox"/> Fail	
Committee Member Name (Print)	Committee Member Signature Date

APPENDIX 1: COMMON FORMS USED IN PHD IN NURSING PROGRAM

The updated forms and instructions needed for completing the PhD in Nursing Program are located at the UNLV Graduate College website: <http://graduatecollege.unlv.edu/forms/>. The most common forms are listed and their purposes briefly explained.

Appointment of Advisory Committee Approval Form

This form needs to be filled out when dissertation chair and committee members are appointed. Follow instruction on the form and submit it before students take more than 12 credits toward his or her PhD degree.

Proposed Doctoral Degree Program (Part I)

There are two documents: Part I and Part II. Part I is the attached form to be filled out. Part II is the contract or time line sheet (you and your advisor should have this already, which is a listing and sequence of your courses) (see Appendix 3). These two parts need to be submitted at the same time. Follow the instructions on the form. This form should be submitted to Graduate College before 16 credits are taken toward your PhD.

Prospectus Approval Form

This form needs to be filled out when the student dissertation prospectus is approved and before students can register for dissertation credits.

Advancement to Doctoral Candidacy

This form needs to be filled out after the student passed Comprehensive Examination and dissertation prospectus has been approved.

Oral Defense Results

This form needs to be filled when oral defense of dissertation is completed.

APPENDIX 2:

**UNLV SCHOOL OF NURSING
PROPOSED DOCTORAL DEGREE PROGRAM FOR PhD IN NURSING**

“Nursing Education” Option

This form must be submitted with Part I of the Proposed Degree Program Form

Date Student Identification Number Full Time Part Time
Last Name First Name MI

Course #	Course Title	Term to be taken	Credit	Grade	Date Completed
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CORE PHD NURSING COURSES

NURS 709	Teaching & Learning in Nursing (may be completed)		3		
NURS 770	Knowledge Development in Nursing		3		
NURS 771	Theory Development in Nursing		3		
NURS 772	The Nurse as Leader		3		
NURS 775	Statistical Methods for Nursing Research I: Univariate Methods		3		
NURS 776	Statistical Methods for Nursing Research II: Multivariate Methods		3		
NURS 780	Research Methods in Nursing		3		
NURS 781	Qualitative Data Analysis Processes		3		
NURS 785	Special Topics in Nursing Research		3		
NURS 789	Independent Study/Elective Course in Research		3		
NURS 779	Writing a Research Grant Application		2		
NURS 797	Dissertation		12		
		Total	44		

“NURSING EDUCATION” COURSES

NURS 774	Educational Theory & Philosophy for Nursing		3		
NURS 790	Independent Teaching Practicum Seminar		1		
NURS 791	Independent Teaching Practicum		8		
Masters Level					
NURS 710	Evaluation Strategies for Nurse Educators		3		
NURS 724	Developing Curriculum for Nursing Education		2		
NURS 733	Nursing Education Practicum I		4		
		Option Total	21		

TRANSFER CREDITS

TOTAL CREDITS REQUIRED TOTAL CREDITS EARNED

65	
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**UNLV SCHOOL OF NURSING
PROPOSED DOCTORAL DEGREE PROGRAM FOR PhD IN NURSING**

“Urban Sustainability” Option

This form must be submitted with Part I of the Proposed Degree Program Form

Date Student Identification Number Full Time Part Time
Last Name First Name MI

Course #	Course Title	Term to be taken	Credit	Grade	Date Completed
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CORE PHD NURSING COURSES

NURS 709	Teaching & Learning in Nursing		3		
NURS 770	Knowledge Development in Nursing		3		
NURS 771	Theory Development in Nursing		3		
NURS 772	The Nurse as Leader		3		
NURS 775	Statistical Methods for Nursing Research I: Univariate Methods		3		
NURS 776	Statistical Methods for Nursing Research II: Multivariate Methods		3		
NURS 780	Research Methods in Nursing		3		
NURS 781	Qualitative Data Analysis Processes		3		
NURS 785	Special Topics in Nursing Research		3		
NURS 789	Independent Study/Elective Course in Research		3		
NURS 779	Writing a Research Grant Application		2		
NURS 797	Dissertation		12		
		Total	44		

“URBAN SUSTAINABILITY: HEALTH” COURSES

NURS 778	Geographic Information Systems for Health		3		
NURS 782	Sustainability of Urban Health: Clinical Perspectives		4		
NURS 783	Economics of Sustaining Urban Health		3		
NURS 784	Health and Public Policy for Urban Sustainability		3		
NURS 777	Individualized Study/Dissertation Seminar		1-8		
		Option Total	21		

TRANSFER CREDITS

TOTAL CREDITS REQUIRED TOTAL CREDITS EARNED

65	
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