Program Plan
Cohort 17
Community College (CC)

This form must be completed in your first spring semester and every semester thereafter. If you are using the web form, once completed and signed by you, it will be automatically sent to the appropriate parties. However, if you are using the PDF version, complete the top section of the form and sign it. Then, send it to your dissertation chair or the program specialist for completion and signature. Kindly ensure that the COMPLETED form is sent to edd@csusb.edu. If you request signatures via Adobe Sign, please CC edd@csusb.edu, but DO NOT request signatures from edd@csusb.edu through Adobe Sign. If you need assistance, please contact our office at edd@csusb.edu.

Student Name:_____ Student ID:_____

Student Phone # :_____ Student Email: _____

Advisor/Chair: _____ Admittance Bulletin Year: _____

Cohort: _____

Core Courses	CC	Units	Grade	Semester/Yr
EDDL 7801 – Scientific Inquiry		3.0		Fall 2023
EDUC 7907 Diversity and Equity in Education		3.0		Fall 2023
Fall, Year One: ____Review Program Plan and program guidelines ____Satisfactorily complete required coursework				
EDDL 7901 Theories and Principles of Leadership		3.0		Spring 2024
EDDL 7902 – Leadership and Educational Reform		3.0		Spring 2024
Spring, Year One: ____Complete Program Plan and General Policies Acknowledgement form (Form 1) ____Satisfactorily complete required coursework ____Begin to assess potential dissertation chair and committee members				

Core Courses	CC	Units	Grade	Semester/Yr
EDDL 7803 – Applied Qualitative Research		3.0		Summer 2024
	EDDL 7020 – Foundations of Community Colleges and Other Higher Education Systems	3.0		Summer 2024

Summer, Year One

_____Satisfactorily complete required coursework

_____Complete Dissertation Committee Approval form ([Form 5](#))

Core Courses	CC	Units	Grade	Semester/Yr
EDDL 7802 – Applied Quantitative Research		3.0		Fall 2024
EDUC 7908 – Ethical Leadership and Decision Making in Education		3.0		Fall 2024
EDDL 7980 Qualifying Exam		--		Fall 2024

Fall, Year Two

_____Prepare for qualifying exam ([Form 3](#))

_____Take qualifying exam (per Executive Order 0991, ""The total time from achievement of classified standing to qualifying examination and advancement to candidacy shall not exceed three years unless there are mitigating circumstances and the program faculty members have approved the extension. An extension shall not exceed one year"

_____Upon passing qualifying exam complete: [Form 4](#), update program plan for advancement to candidacy

_____Satisfactorily complete required coursework

Core Courses	CC	Units	Grade	Semester/Yr
EDDL 7905 – Field-based Practicum in PK-20 Settings		3.0		Spring 2025
EDDL 7903 – Leadership and Fiscal Planning in Complex Organizations		3.0		Spring 2025
Complete Chapters 1-2 and sit for Preliminary Defense		--	--	Spring 2025

Spring, Year Two

_____Schedule Dissertation Proposal Defense ([Form 6](#))

_____Dissertation proposal (Chapters 1-3) PPT presentation and IRB to committee

_____Dissertation Proposal Decision form ([Form 7](#)) (students must present their proposal first to committee and gain approval before submitting the IRB application)

_____Update Program Plan and submit for review by advisor/chair

_____ Annual Student Review

_____Submit IRB forms and get IRB approval letter ([IRB Website](#))

_____Satisfactorily complete required courses

Core Courses	CC	Units	Grade	Semester/Yr
	EDUC 7420 – Career and Technical Education Leadership in Community College	3.0		Summer 2025
EDDL 7904 – Human Resources Development and Management		3.0		Summer 2025

Summer, Year Two

_____Satisfactorily complete required coursework
_____Collect Data (June-October)

Core Courses	CC	Units	Grade	Semester/Yr
	EDDL 7120 – Leadership for Teaching and Learning in Community College/Higher Education	3.0		Fall 2025
	EDDL 7220 – Higher Ed. Organization, Governance and Policy	3.0		Fall 2025
EDDL 7804 – Dissertation Study		6.0		Fall 2025

Fall, Year Three

_____Program Plan form updated

_____Data collection and begin analysis of your dissertation (Chapter 4)
_____Submit Chapter 4 to Chair of Committee

_____Satisfactorily complete required courses

Core Courses	CC	Units	Grade	Semester/Yr
ESPE 7906 – Leadership in Program Development for Students with Disabilities		3.0		Spring 2026
	EDDL 7320 – Assessment and Data Drive Decision-making in Community College/Higher Education	3.0		Spring 2026
EDDL 7804 – Dissertation Study & Final Dissertation Defense		6.0		Spring 2026

Spring, Year Three

_____Complete analysis of your dissertation (chapter 5)

_____Submit Chapter 5 to Chair of Committee

_____Schedule dissertation defense (PPT presentation) ([Form 8](#))

_____Satisfactorily complete required coursework

_____File a grad check: [Office of the Registrar Graduation Requirement Check](#)

_____Order cap & gown (approximately February)

_____Completion of the Dissertation Final Defense ([Form 9](#))

_____Update Program Plan submit for review by advisor/chair

_____Set up appointment with graduate studies coach for ScholarWorks consultation

_____Dissertation submitted through ScholarWorks: [Graduate Studies The Review Process](#)

_____Complete Exit survey

_____*Graduation!**

Do not forget to file a grad check whenever you know the semester you are graduating!! Do not forget to order your cap and gown whenever you know the semester you are graduating!!

You must complete all requirements, including defense and ScholarWorks submission of final document before you can walk in commencement. You must be enrolled in the semester that you officially submit and complete this work but not necessarily when you walk in commencement.

*Per Executive Order 0991, "While the Ed.D. program shall be designed to allow completion of all requirements within three years, the student shall have completed all requirements for the degree within five years of achieving classified standing in the doctoral program."

_____

Student Signature   Date

_____

Dissertation Chair Signature/ Program Specialist Signature   Date

Advanced to Candidacy Date (If applicable):_____

Rev. 12/2024