THE UNIVERSITY OF IOWA

GUIDE TO THE
PH.D. PROGRAM IN ECONOMICS

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I. **Introduction**

This document is a guide for students pursuing, or wishing to pursue, a PhD degree in the Department of Economics at the University of Iowa. It describes degree requirements, departmental policies, and financial aid opportunities. It should be considered a supplement to the *Manual of Rules and Regulations of the Graduate College* and the *General Catalog* of the University of Iowa. The latest versions of these documents can be found online at https://www.grad.uiowa.edu/academics/rules-and-deadlines/manual and http://catalog.registrar.uiowa.edu/, or through the University’s main web site, http://www.uiowa.edu. Additional information about the department, including the most recent version of this document and the contact information of the Departmental Executive Officer, Director of Graduate Studies, and PhD Program Coordinator, may be found at the department’s site, https://tippie.uiowa.edu/economics.

The policies and procedures outlined in this document are effective in fall semester 2021. Continuing students may choose to follow the procedures that were in effect during their first year, if they were changed by this document.
II. Program Contents

i. Program Overview

The PhD program in Economics at the University of Iowa prepares students to become active researchers in economics. Admission into the program is highly competitive, with approximately three to five students admitted yearly from a pool of hundreds of applicants. This small, selective program allows for a high degree of student-faculty interaction and encourages students to become engaged in research early during the program. The program emphasizes high quality instruction with a focus on econometrics and applied microeconomics fields. Students should be able to complete the program in five or six years.

ii. Program Components

The Ph.D. program in Economics consists of seven components:

1. a coordinated sequence of six core courses;
2. the qualifying examination;
3. the collaborative, second-year research paper (the comprehensive examination);
4. the independent, third-year research paper;
5. four to six field courses;
6. the dissertation proposal;
7. the dissertation and final oral examination.

This Guide describes the requirements for completing these components. In exceptional circumstances, the Director of Graduate Studies (DGS) may approve variance from these requirements.

iii. Core Courses

All Ph.D. students must complete the following courses:

ECON:5000 Economic Analysis I
ECON:5100 Microeconomics I
ECON:5110 Microeconomics II
ECON:5200 Macroeconomics I
ECON:5805 Statistics for Economics
ECON:5800 Econometrics

The grade standard in each of the core courses is “B” or better. These courses must be completed by the end of the first year of the program. The DGS may waive the requirement for ECON:5000 or ECON:5805, or may require additional preparation in mathematics and/or statistics as a condition of entrance to ECON:5100, ECON:5200, and/or ECON:5800. A description of each course is available in the university’s course catalog.
iv. The Qualifying Examinations

The qualifying examinations consist of an examination in microeconomics and an examination in econometrics. The four-hour exams typically will be given during the second (micro) and third (econometrics) weeks of June, and the retake exams will typically be given during the second and third weeks of August. The student must take the qualifying examination in microeconomics at the first offering after completion of the courses Microeconomics I and Microeconomics II. The student must take the qualifying examination in econometrics at the first offering after completion of the courses Statistics for Economists and Econometrics.

A committee appointed by the DGS prepares and grades each exam. High pass, pass, low pass and fail are the possible grade results for each exam. The criteria for assigning grades are left to the discretion of the exam committee, but generally, a grade of “pass” is assigned to students who have demonstrated sufficient competency that they are likely to complete the PhD program successfully. A student must retake any failed exam. An unexcused absence from a qualifying exam automatically results in a failing grade. The exam may be retaken only once, unless there are unusual circumstances.

If a student fails either qualifying exam a second time, the student may write an appeal to the Graduate Program Committee asking for an opportunity to take the exam a third time or to waive the qualifying examination requirement. The appeal should be submitted to the PhD Program Coordinator and should describe why the student thinks that the third attempt is warranted and is likely to be successful or why the requirement should be waived. The Graduate Program Committee will either accept or deny the appeal. Appeals should only be accepted in unusual circumstances.

If the Graduate Program Committee rejects the appeal, the student will no longer be able to continue in the program.

A student who has passed the qualifying examinations, and who has also earned 34 semester hours of graduate credit, is eligible to receive the M.A. degree. A qualified student who wishes to receive the M.A. should contact the PhD Program Coordinator.

v. Research Papers

Students complete a collaborative research paper in their second year and an independent research paper in their third year, if they have passed the qualifying examinations during the summer after their first year. To facilitate the transition from coursework to research, students will write a research paper during the spring semester and summer after their second year under the mentorship of a faculty member. The faculty member will work with the student to develop a paper idea and the student will lead the implementation of the idea. The faculty member would be involved with the paper from start to finish, mentoring the student, and the paper would be co-authored between the student and faculty member. To allow the student sufficient time to devote to this first research project, students would be assigned as a research assistant to the faculty member (instead of a teaching assistant position) in the spring semester of their second year. To be eligible for the research assistantship, students must have passed the qualifying examinations.
Students must select a faculty member to work with (who also agrees to work with the student) prior to the start of the spring semester. Students should begin discussing and developing ideas for this paper with faculty members in the fall semester of the second year, so that the student is able to effectively use their time as a research assistant to make substantial progress on the paper during the spring semester.

The paper must be submitted to the DGS by the Friday before the Labor Day weekend. The student would then present this paper to the department faculty in September. This oral presentation is the comprehensive examination. In collaboration with the co-authoring faculty member, the Graduate Committee will determine if the student has achieved a grade of “pass” based on the student’s ability to complete a research paper to advance the literature. Students that do not receive a grade of “pass” will receive a set of comments, similar to a referee report, to address no later than the end of the student’s third year. Students should strive to address these comments and pass the comprehensive exam as soon as possible. Students who pass the comprehensive exam early in the spring semester would be eligible to apply for Graduate College support, as described in the financial aid section. Students must receive a grade of “pass” by the end of the third year to continue in the program, unless there are extenuating circumstances and the student submits an appeal to the Graduate Committee.

After passing the comprehensive examination, the student would continue to receive close mentoring on all aspects of the paper through the final stages of the publishing process. Ideally, this paper would be published or forthcoming prior to the year that the student is on the market. The goal of this paper is to mentor students throughout the research process to enable students to develop an independent research agenda.

Students complete an independent research paper in the academic year after passing the comprehensive examination, which will typically be the third year. In the fall semester of this year, the student selects a reading committee of three faculty members who will evaluate the research paper. The student chooses the research topic and develops a research proposal in consultation with the reading committee members. The reading committee members will provide feedback to the student about the merits of the project when the student is developing the proposal. The student must submit the research proposal, signed by the members of the reading committee, to the DGS. The deadline for submission of this proposal is the first day of the spring semester (typically, this will be the spring semester of the third year). Students are able to consult with faculty members with questions about their paper, but this paper should be completed independently.

The deadline for submission of the independent research paper to the reading committee is the Friday before Labor Day weekend of the following academic year. The reading committee evaluates the research paper on the basis of (a) the merit of the selected problem, (b) the writer’s understanding of the problem and (c) the scholarly contribution of the work. The reading committee will assign a grade to this paper and determine whether the student receives a grade of “pass”. Students are required to receive a passing grade on the independent research paper by the end of their fourth year to continue in the program, unless there are extenuating circumstances and the student submits an appeal to the Graduate Committee.
vi. Graduate Workshops

All Ph.D. students are required to register for ECON:7000 Economics Workshop during the academic year after passing the qualifying examination (ideally, this means that students will take the course during their second year). Students are also required to take this course during the following year (so, ideally, students will take this course during their second and third year). Students may register for this course additional times. This course will be taught by the DGS and may include guest presentations from other faculty members in the department or college. This course will provide a survey of the research interests of economics faculty at the University of Iowa, an introduction to the process of formulating a research topic, and the opportunity to present initial research ideas for feedback. As a result, this course will be particularly useful for students in the fall of their second year in preparation for beginning the collaborative research paper. Additionally, this workshop will provide students with an overview of skills and training useful in the development of a research economist. Such training may include an overview of the publishing process, writing a referee report, preparing discussant comments, ethics training, and the job market.

vii. Field Courses

All Ph.D. students must complete 30 hours of course work beyond the core six courses (18 hours). This course work must include the completion of at least two fields. A field consists of two one-semester courses that cover the breadth of research in a field of economics. The fields offered in the program consist of econometrics, labor economics, and industrial organization.

Coursework to complete two fields is 12 credit hours. As listed in the subsection above, students are required to complete at least two semesters of the workshop. Thus, the required 30 hours of course work beyond the core courses will consist of at least 12 credit hours of field courses and at least 6 credit hours of the workshop. Students are also encouraged to attend seminars (research presentations by external faculty) and register for the seminar courses. Students are also able to complete the remaining credit hours in graduate-level elective courses in economics or reading courses with economics faculty. Students are also able to take graduate-level courses from related disciplines (for example, finance, accounting, business analytics, or mathematical sciences). The grade standard for successful completion of the 24 hours of course work beyond the core is “B” or better.

The Graduate College requires an additional 24 credit hours (for a total of 72). These hours may include thesis research, transfer credits from other universities, or other courses. The DGS must approve the courses for these 24 credits.

Overall, the total required 72 credit hours consists of 18 credit hours in the core six courses, 30 credit hours from additional coursework (consisting of at least 12 credit hours from field courses and at least 6 credit hours of the workshop), and 24 additional credit hours.
viii. **Advancement to the Dissertation Stage**

The student advances to Ph.D. candidacy after achieving:

- completing all of the required core courses,
- a grade of “pass” on the qualifying exam by the exam committee,
- a grade of “pass” on the comprehensive exam by the Graduate Committee, and
- a grade of “pass” on the independent research paper by the reading committee.

ix. **Dissertation Proposals, Examinations and Degree**

The student must prepare a written dissertation proposal and defend it in an oral examination. The committee of five faculty members for this examination should consist of those most appropriate for supervising the dissertation and for administering the final oral dissertation defense examination (which may be different from the reading committee for the independent research paper). A committee of five faculty members is proposed by the student and their advisor, and approved by the DGS. The committee must have a majority of members from the Department of Economics. At least four members of the committee must be faculty at the University of Iowa, all of whom must be Graduate College faculty.

The dissertation committee, chaired by the dissertation advisor, conducts the oral defense based on the detailed dissertation proposal. The student will determine a mutually agreeable time and date for the proposal defense with their committee members. At least two weeks prior to the proposal defense, the student needs to present this information to the PhD Program Coordinator. The PhD Program Coordinator will reserve a room for the proposal defense and submit the forms to the Graduate College. The student must provide each member of the dissertation committee with a copy of the dissertation proposal at least two weeks before the proposal defense. The proposal defense may only occur once a student is advanced to Ph.D. candidacy, but it may occur within the same semester. The proposal defense must occur at least one semester prior to the final dissertation defense. Normally, the proposal defense occurs by the end of the academic year after advancing to candidacy.

x. **Dissertation and Final Oral Examination**

The dissertation must contain original research performed by the PhD candidate. The candidate must defend the dissertation in an oral examination. After passing the defense, the candidate submits the final, formatted dissertation to the Graduate College.

The student is responsible for knowing and meeting all deadlines set by the Graduate College for PhD candidates. The student will determine a mutually agreeable time and date for the defense with their committee members. At least two weeks prior to the defense, the student needs to present this information to the PhD Program Coordinator. The PhD Program Coordinator will reserve the room and submit the forms to the Graduate College. Finally, the student will distribute the dissertation to the committee a minimum of two weeks prior to the defense.
xi. **Advisor/Chair of the Dissertation Committee**

The role of the Advisor/Chair of the Dissertation Committee goes beyond narrow research consultation. The advisor serves as a mentor to the student in the student’s training as a professional research economist and is a source of information about coursework, teaching, research, research integrity, professional service, and professional conduct.

The DGS will assign an advisor to the student when the student enters the PhD program based on the student’s initial interests, the research interests of the faculty, and the advising load of the faculty. As the student’s research interests develop, each student is responsible for selecting a (potentially) new advisor that is appropriate for their research interests.

The advisor/advisee relationship is voluntary. The student must ask a faculty member if they are willing to serve, and the faculty member must agree. Either the student or faculty member may terminate the relationship. The student must notify the DGS and PhD Program Coordinator by e-mail when a new advising relationship is formed or terminated.

The faculty member’s primary responsibilities are to meet periodically with the student advisee to discuss progress and develop academic goals. The faculty member agrees to provide mentorship to the student.

The student’s primary responsibilities are to meet with the mentor as needed to develop strategies and timelines to ensure satisfactory academic progress. A student should seek their mentor’s input before agreeing to any new research projects, whether with other faculty or fellow students. The mentor can also help decide what is and is not a good use of each student’s time, and/or support the student is saying no to a new project, if needed. The mentor should be aware of all research projects the student is involved. The student should seek the mentor’s guidance as needed throughout each semester related to concerns about coursework, teaching, research, research integrity, professional service, and professional conduct.

xii. **Termination from the Program**

Students are terminated from the PhD Program in Economics for lack of academic progress in the following instances, subject to appeal:

- Students fail to receive a passing grade on the qualifying examination after two attempts.
- Students fail to receive a passing grade on the collaborative research paper (the comprehensive examination) by the end of their third year.
- Students fail to receive a passing grade on the independent research paper by the end of their fourth year.
- Students fail to complete the core courses or field courses with an average grade of B or higher by the end of their fourth year.
- Students fail to pass their dissertation proposal defense by the end of their sixth year.
- Students fail to complete all requirements for the PhD by the end of their seventh year.
M.A. Degree

A student pursuing the Ph.D. degree may earn the Master of Arts (M.A.) degree. A student who does not decide to continue with the Ph.D. program may earn the M.A. degree as well. The M.A. degree requires 34 hours of graduate credit. It also requires either (a) passing the qualifying examinations; or, (b) completing a research paper. Research papers used for this purpose require the approval of the Graduate Committee. A student wishing to earn the M.A. degree should inform the PhD Program Coordinator so that appropriate paperwork can be submitted to the Graduate School.
xiv. **Model Progress**

A student completing the Ph.D. degree in five years might follow this schedule:

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<tr>
<th>Fall, 1\textsuperscript{st} Year</th>
<th>Spring, 1\textsuperscript{st} Year</th>
<th>Summer, 1\textsuperscript{st} Year</th>
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<tbody>
<tr>
<td>Micro I</td>
<td>Micro II</td>
<td>Qualifying Exam</td>
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<td>Stats</td>
<td>Econometrics</td>
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<tr>
<td>Math</td>
<td>Macro I</td>
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<th>Spring, 2\textsuperscript{nd} Year</th>
<th>Summer, 2\textsuperscript{nd} Year</th>
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<tr>
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<td>Topics in Econometrics</td>
<td>Collaborative Research Paper</td>
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<td>Field courses (Labor or IO)</td>
<td>Field courses (Labor or IO)</td>
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<tr>
<td>Workshop</td>
<td>Workshop</td>
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<tr>
<td>(Research Assistant)</td>
<td>(Research Assistant)</td>
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<tr>
<td>Begin Collaborative Paper</td>
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<th>Fall, 3\textsuperscript{rd} Year</th>
<th>Spring, 3\textsuperscript{rd} Year</th>
<th>Summer, 3\textsuperscript{rd} Year</th>
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<tr>
<td>Reading Course</td>
<td>Reading Course</td>
<td>Independent Research Paper</td>
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<td>Seminar Course</td>
<td>Seminar Course</td>
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<td>Comprehensive Exam</td>
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<td>Presentation</td>
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<th>Spring, 4\textsuperscript{th} Year</th>
<th>Summer, 4\textsuperscript{th} Year</th>
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<tbody>
<tr>
<td>Thesis research</td>
<td>Thesis research</td>
<td>Two substantive chapters</td>
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<td>Dissertation proposal</td>
<td>of dissertation completed</td>
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<td></td>
<td>defense</td>
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<tr>
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<th>Spring, 5\textsuperscript{th} Year</th>
<th>Summer, 5\textsuperscript{th} Year</th>
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<tbody>
<tr>
<td>Thesis research</td>
<td>Job market</td>
<td>Final dissertation defense</td>
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<td>Papers for job market completed</td>
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<tr>
<td>Job market preparation</td>
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**Typical Deadlines**
1. June/August of First Year: Qualifying exam
2. Fall Semester of Second Year: Establish a faculty mentor for collaborative paper
3. Friday before Labor Day of Third Year: Collaborative research paper due
4. September of Third Year: Presentation of collaborative research paper (comprehensive exam)
5. Friday before Labor Day of Fourth Year: Independent research paper due
III. **Financial Aid**

The Department typically guarantees financial support for Ph.D. students for five years, subject to satisfactory academic progress, satisfactory teaching performance (for teaching assistantships), and financial considerations from the Graduate College and Tippie College of Business. Financial support can occur through teaching assistantships (most commonly), research assistantships, and fellowships.

i. **Academic Progress**

Satisfactory academic progress is defined, for determining eligibility for financial aid, as follows:

For second year support: “B” or better average in the six core courses in the first year. Students must maintain a “B” or better average over all courses in each year for continued funding.

For third year support: Completion of all core courses and passing the qualifying examination.

For fourth year support: Completion of all field courses and completion of the collaborative research paper.

For fifth year support: Advanced to Ph.D. candidacy.

In addition, full time Ph.D. students supported by the department must enroll for at least 9 hours each semester, excluding summers, until core and field course requirements are satisfied.

Funding in the sixth year will be conditional on the availability of funds to the Department, and on the student’s progress toward completion of their dissertation and degree. To assess the latter, the Department requires any student wishing to obtain funding for a sixth year to complete by October 1st of their fifth year a report that:

1. details the state of their PhD thesis including a description of all work accomplished to date (with supporting papers attached)
2. describes clearly and in detail the scope of work remaining to complete the dissertation, and
3. provides a time table for completion of that work during the remainder of the fifth and the sixth year.

This report must be accompanied by a statement from the student’s dissertation advisor indicating that, in his or her opinion, the remaining work can be completed within the schedule set out in the time table. This report must be submitted before the job market season of the fifth year, which is why the deadline is October 1.

The department will not fund cases where the chances of completion by the end of the sixth year appear remote. Funding beyond the sixth year will only be given under extraordinary circumstances which are expected to occur very rarely.
ii. **Academic Progress Report**

The progress of every student is monitored every year to ensure that students adhere to the program requirements and make satisfactory academic progress. The Graduate Committee will meet each year (typically in the Spring) to discuss the progress of all Ph.D. students. Prior to the meeting, each student will be responsible for providing the PhD Program Coordinator with a summary of the prior year’s activity, including courses taken, research projects, teaching assignments, an updated curriculum vita, and other relevant information. The Graduate Committee will solicit feedback from other faculty, including the advisor, as needed.

iii. **Teaching Assistantship Performance**

A Teaching Assistant is expected to provide conscientious, competent and effective instruction to the students under his or her charge. Teaching Assistants will be evaluated by supervising faculty, making use of student evaluations. In cases of poor performance, supervising faculty may recommend, and the DGS may determine, that teaching assistantship performance is unsatisfactory.

Each semester all teaching assistants are required to be present in Iowa City and available for course preparation three working days prior to the first day of classes. Teaching assistants are required to be present in Iowa City and available for end-of-the-semester duties until three working days following all final examinations in the course(s) to which they are assigned. Exceptions to these requirements may be granted for personal contingencies. Except for emergencies, all such exceptions must be approved by supervising faculty and the DGS in advance. In cases of unexcused absences, the DGS may determine that teaching assistantship performance is unsatisfactory.

For students whose native language is not English, satisfactory assistantship performance includes a command of English adequate for teaching discussion sections of undergraduate classes such as ECON:1100 (Principles of Microeconomics) and ECON:1200 (Principles of Macroeconomics), before the second year. Students whose native language is not English must demonstrate this proficiency by passing the TA certification test at the “B” level or better by the end of the fall semester of their second year to maintain satisfactory teaching assistantship performance and receive continued funding.

iv. **Research Assistantship**

All students will receive a research assistantship during the spring semester of their second year, provided that the student is making satisfactory academic progress and the student has a faculty member to mentor them during the research assistantship period. The purpose of this research assistantship is to allow the student time to devote to the collaborative research paper.
v. Guidelines for Travel Reimbursement

The Department of Economics encourages graduate students to present their research at conferences. Typically, students should look for opportunities to present their research during their fifth year of the program. Below are the guidelines for the reimbursement of conference-related travel.

1. To be reimbursed, the student must be presenting a paper on the conference program, instead of simply attending the conference or discussing a paper.
2. The student must first apply for a Graduate Student Senate (GSS)/Graduate College Travel Fellowship, unless the student has already received the maximum award amount that year.
3. The student must obtain prior approval from their dissertation advisor in order to receive a travel award from the department, and the advisor must send an e-mail to the PhD Program Coordinator approving of the travel.
4. Students must provide the PhD Program Coordinator with the Tippie Graduate Student Travel Form prior to travel. Allowable expenses include flight, hotel, parking, ground transportation (ride share/taxi, miles to the airport, etc.), and conference registration.
5. The Department will reimburse up to $500 for a domestic conference and up to $750 for an international conference. Funding from GSS provides up to an additional $500. If the student applies and is not provided additional funds from GSS, the department will award the student up to an additional $250.
6. There is no limit to the amount of conferences that a student may attend and receive reimbursement, pending program funds.
7. After the travel, students may submit their receipts to the PhD Program Coordinator for reimbursement. Students must submit their receipts within 60 days of the travel to be reimbursed.

vi. Graduate College Awards

Students are required to apply to all eligible awards from the Graduate College. Details about these awards are available at: https://www.grad.uiowa.edu/funding/fellowships/internal. Graduate College Awards consist of summer fellowships, research awards, and dissertation fellowships. This information is subject to change, and students should refer to the Graduate College website for current details about these awards.

Students who have completed their comprehensive exam are eligible for the Graduate College’s Summer Fellowship program. This pays more than a department summer fellowship (if any is provided) and includes tuition for up to 2 hours. The application includes a proposal by the student and a recommendation from their advisor. All post-comprehensive exam students must apply for the Graduate College Summer Fellowship before they can be considered for departmental support.

Students who have completed their comprehensive exam are eligible to apply for research fellowships that allow them to be released from teaching to concentrate on research. All research
awards are for one semester. The Post-Comprehensive Research Award is for the semester after completing the comprehensive exam (dates online). The application includes a proposal by the student and two letters of support (one from an advisor and one from the Director of Graduate Studies).

The Ballard and Seashore dissertation fellowship is a one-semester fellowship for students with a high likelihood of completion within one semester of the fellowship period. The application includes a proposal by the student and three letters of support (one from advisor, one from committee member, and one from DGS). Students must complete their dissertation proposal prior to applying.

vii. Department Awards

There are two department awards that are given annually at the banquet at the end of each year. The Outstanding Research Paper Award provides a semester fellowship. Only students who are in their fourth year or earlier (in the Economics Ph.D. program at Iowa) at the time of submission are eligible. Joint papers are eligible as long as all authors of the paper are non-faculty (co-authors may have other affiliations than Iowa-Econ), and the candidate(s) for the award have contributed their fair share to the project. In case of joint work, the Grad Committee will inquire about the contribution levels. Awards will be given only for papers that are deemed of distinguished quality. So, it is possible to have no award or more than one award, in a given year. The same person can win two awards in two different years, but not in the same year. Submissions are to be made by students to the PhD Program Coordinator no later than February 15. The Graduate Committee, in consultation with faculty members with the relevant expertise, will evaluate the papers and determine the award winner.

The Outstanding TA Award will be selected by the Graduate Committee based on faculty nominations. To be eligible the student must be currently enrolled in the PhD program and must have served as a TA or an instructor during the current academic year. The Outstanding TA Award provides a $1000 fellowship.

viii. Job Market Award

All students on the job market will receive an award of $1000, subject to the availability of the financial resources of the program. This award can be used to offset any travel or other job-market expenses and receipts are not necessary (it is an award, not reimbursement).
IV. General Information

i. Offices

Offices for graduate assistants are assigned by the PhD Program Coordinator. First priority is given to students with fellowship or assistantship support from the University of Iowa, and is usually restricted to these students. Since offices are shared and some of them are fairly open, please be considerate of your fellow students and keep the noise level to a minimum.

ii. Communication

Every graduate student has an @uiowa.edu e-mail account, and is assigned a mailbox in the department office (S252 PBB). All official e-mail communication will be sent to the @uiowa.edu address only. Students are responsible for keeping abreast of information conveyed through both electronic and conventional mail.

iii. Seminars

Seminars are an integral part of graduate education. Students in all years are encouraged to attend and participate, even if not enrolled in the seminar courses. Notices concerning seminars and workshops sponsored by the Department of Economics will be posted on the Department’s web site, and on the seminar bulletin board outside the Department office.

iv. Economics Department Office Hours

The department office is typically open from 8:00 am - 5:00 pm Monday through Friday.

v. Director of Graduate Studies

Appointments with the DGS are made through the PhD Program Coordinator; W288 PBB, 335-0830, renea-jay@uiowa.edu. The PhD Program Coordinator can answer many questions about the Ph.D. program and financial aid. The DGS will work with the Graduate Committee, consisting of at least two additional tenure-track faculty members from the Department, on admissions, the selection of award winners, updates to this handbook, and as described in this handbook.

vi. Graduate College Requirements

This Guide conveys Department requirements for completing the Ph.D. and receiving financial aid. The Graduate College also has requirements. In general, a student who meets Department requirements will also meet Graduate College requirements. However, it is the student’s responsibility to know and meet Graduate College requirements, especially with respect to minimum credit hours and submission of documents for advancing in the program and receiving the degree.
vii. **Honor Code**

Violations of academic misconduct (such as plagiarism or cheating) in a course are subject to sanctions from the professor of that course. Students accused of an honor code violation in a course may discuss the academic misconduct finding or sanction decision with the DGS. Afterwards, students are able to appeal to the Graduate College.

The Graduate College Manual of Rules and Regulations, Section IV, F. Plagiarism by Graduate Students outlines the appeal process. An appeal to the Graduate College must be filed no more than 30 days after the date of unsuccessful resolution within the department. An appeal to the Graduate College is submitted to Senior Associate Dean for Academic Affairs.

A second, founded, violation of academic misconduct may result in dismissal from both the Department of Economics and the Graduate College at the University of Iowa.

viii. **Summer Sessions**

Students are strongly encouraged to remain in residence during the summer. Most students find that this facilitates satisfactory academic progress. Students who receive summer funding from the Graduate College are required to register for 1-2 credit hours. Students generally register for reading courses or thesis hours. Course offerings, particularly graduate economics courses, are limited during the summer. It is the student’s responsibility to work with the PhD Program Coordinator to register. These sessions are generally used for research.