

THE BIBLICAL INTERPRETATION PH.D. PROGRAM

The Ph.D. Program in Biblical Interpretation (BIIN) is an advanced academic degree designed to prepare the student for independent research and vocations of teaching biblical interpretation and related historical and hermeneutical areas, or for the scholarly enhancement of ministerial practice. The Ph.D. Program provides opportunities for study of the Hebrew Bible, Apocryphal/Deuterocanonical Books, and Literature of Early Judaism; New Testament and Literature of Early Christianity; Themes and Issues in Biblical Theology; the History of Biblical Interpretation; and Theological Hermeneutics. The Program is designed to guide the student to develop competence that advances theological understanding for the sake of church, academy, and society, as well as in pedagogical skills to convey this body of knowledge to others.

A. Degree Requirements

The BIIN Ph.D. includes successful completion of 48 semester hours, qualifying examinations leading to candidacy, and a dissertation. A cumulative minimum grade point average (GPA) of 3.25 or better is required. All courses, an area of concentration in either Hebrew Bible or New Testament, and a second area of study must be selected in collegial dialogue with the student's advisor. Successful completion of 48 semester hours means that a student who receives a grade lower than "B-" in any course will not receive credit for that course. The student is directed to fill out Form BPhD-3, Advising Form, and to schedule an appointment with a faculty member who will serve as the student's advisor for the Program.

All entering students are required to participate in orientation sessions conducted prior to the beginning of classes in the fall and spring semesters. Entering students are also required to attend a Seminar on Healthy Boundaries. Students who do not complete this requirement will be subject to the cancellation of their registration.

A student wishing to take a TCU course to satisfy a Brite Ph.D. Program requirement should consult the Brite department involved and petition the Associate Dean for Academic Affairs. Departmental approval is normally required in advance (see Form BPhD-4).

B. Areas of Study

1. *Hebrew Bible, Apocryphal/Deuterocanonical Books, and Literature of Early Judaism*

The history, literature, religion, and language of ancient Israel and Early Judaism in ancient Near Eastern and Jewish settings, including contemporary methods of biblical interpretation.

2. *New Testament and Literature of Early Christianity*

The history, literature, religion, and language of early Christianity in Graeco-Roman and Jewish settings, including contemporary methods of biblical interpretation.

3. *Themes and Issues in Biblical Theology*

The theology of the Old and New Testaments as both distinctive, separate collections and as two related parts of the larger Christian Bible, including contemporary models of approaching biblical theology.

4. *History of Biblical Interpretation*

The major historical interpretations of the Bible: beginning with biblical writers' interpretations of earlier texts and traditions and continuing through the major periods of Christianity (Patristic, Medieval, Renaissance and Reformation, and Modern and Contemporary).

5. *Theological Hermeneutics*

The major models of modern and contemporary theology, their interpretation, and their use of the Bible in constructive work.

C. Graduate Seminars and Courses

Course work will include at least thirty hours of 90000 PhD specific courses in the primary area of focus. Remaining courses may be completed in BIIN or other areas at the 90000 level; if such courses are not initially offered at the 90000 level, they may be taken only with the permission of the instructor, who will identify appropriate doctoral level requirements, and in consultation with the student's BIIN advisor. Following the required approvals a 90000 level section will be created by the Associate Dean's office.

D. Languages

1. Modern Languages (Form BPhD-5)

In addition to English, reading knowledge of two other modern languages (typically French, German, Italian, Korean, Spanish, or Modern Hebrew) is required. At least one of these modern languages is encouraged prior to matriculation. Reading knowledge in the second modern language is encouraged before beginning the second year of residence.

The modern language requirement is met by passing a two hour exam normally prepared and graded by a Brite faculty member. Exams will be graded Pass/No Pass. The two-hour exam will require a translation of no more than two pages from a book or journal article. Students may make use of a dictionary. Students should be in conversation with the faculty member conducting the examination for particular instructions.

Brite occasionally offers BRLN 90000 to provide a foundation from which students can prepare for a modern language exam. This course, while beneficial, does not satisfy the modern language requirement. Students who have completed BRLN 90000 are encouraged to continue to develop their translation skills before taking an exam with a faculty member.

Students whose first language is not English and who have submitted scores on the TOEFL of not less than 600 (computer-based 250 or internet-based 100) or superior GRE scores for Writing Assessment may choose to demonstrate proficiency in English as a modern language. Normally, the professor teaching the Ph.D. Critical Introduction (HEBI 95713 or NETE 95713) will write a letter at the end of the course for the student's academic file certifying the student's English research competence. English will then be counted as one of the two required modern languages for students who so elect, though reading knowledge in two other modern languages is encouraged.

2. Ancient Languages (Form BPhD-6)

Reading knowledge of both Biblical Hebrew and Biblical Greek is required for matriculation. During the first week of classes, entering students will take brief diagnostic tests in both biblical languages (thirty minutes allowed for translation in each testament, with the aid of a dictionary). In light of the diagnostic, the BIIN faculty will provide direction to each student for fulfilling the ancient language requirement. Results of the diagnostic examinations and

language remediation will be communicated to the entire BIIN faculty and the Associate Dean's office. In addition, all students will take at least three hours in advanced translation and interpretation in the language of their specialization.

3. Special Language Proficiency

Advanced proficiency in either Biblical Hebrew or Greek will be demonstrated corresponding to the student's area of study or specialization. For HB students, this proficiency normally will be demonstrated through successful completion of a comprehensive written, translation exam administered by a faculty member or a specially designated advanced Hebrew course (with a grade of B or higher). The Biblical Hebrew exam or advanced course can be completed any time after admission to the Ph.D. Program and must be completed before qualifying examinations are scheduled. For NT students this proficiency will be demonstrated through a successful completion of the Advanced Greek course (with a grade of B or higher). The Advanced Greek course can be taken when it is offered in the rotation of seminars and must be completed before qualifying examinations are scheduled. Students should peruse the guidelines for this program requirement within respective areas (Hebrew Bible and New Testament) and their accompanying forms (BPhD-7, BPhD-8). Examination results will be filed in the student's academic file. Students may retake the Hebrew language exam and language courses, as determined by the BIIN faculty. Instructors or examiners notify the Associate Dean for Academic Affairs in writing to place the course/exam results in the student's file.

E. Extensive Research

Ph.D. students are required to do extensive research following ATS guidelines. During both their course of studies and their dissertation research, students shall be required to use competently the language(s) in which relevant primary texts are written, as well as those in which there is important secondary material. This should include at least one ancient and one or more modern languages. Students engaged in theological disciplines that use behavioral or social scientific research methods shall be required to demonstrate competence in these research methods.

F. Research Methodology

Competence in research methodology is demonstrated by seminar papers, qualifying examinations, and the dissertation. In addition, two methodological courses are required: HEBI 95713 Critical Introduction to the Hebrew Bible and NETE 95713 Critical Introduction to the New Testament.

G. Pedagogy

Students will learn to teach by means of mentoring relationships with faculty and classroom instruction under the supervision of faculty through teaching assistantships. Some students will serve as teaching assistants to the biblical faculty and some will occasionally teach Hebrew or Greek language courses at Brite or an introductory level undergraduate course in the TCU Religion Department.

H. Annual Review of Student's Academic Progress

Annual written review of the student's progress is conducted by the Associate Dean for Academic Affairs, in consultation with the faculty. Progress in the Program is contingent upon positive academic performance, successful completion of qualifying examinations, competency in original research and writing, and development of pedagogical skills. No grade below B- is accepted for credit and a minimum cumulative 3.25 grade point average is required for graduation.

I. Fee for Continuation

Ph.D. students who are not enrolled in any class during a fall or spring semester will be charged a fee for continuation in Program by enrolling in BRLB 90001, Dissertation or Thesis Research in Library. This fee will allow use of the Mary Couets Burnett Library. If a student is enrolled in BRLB 90001 or any other courses in the spring semester and is advance registered for BRLB 90001 or any other courses for the fall semester, library access will continue during the summer without enrolling in BRLB 90001. Library copy cards function in the summer only if the student is enrolled in a summer semester course (either BRLB 90001 or any other summer semester course).

J. Ph.D. Program Timeline

A minimum of two full years of residency is required. The degree is to be completed within seven years of the earliest credit granted toward the degree. A candidate may petition for an annual extension, but the total time in program must not exceed ten years. Extensions are considered by submitting a written request to the Office of the Associate Dean for Academic Affairs. Following consultation with the Dissertation Director, the Associate Dean for Academic Affairs and the Advanced Programs Committee will determine whether to grant an extension. Appeals of the decision of the Associate Dean and Advanced Programs Committee may be made in writing to the Dean.

K. Qualifying Examinations

Following the completion of course work and modern and ancient language requirements, students will elect qualifying examinations in two of the areas listed below. Students should follow the guidelines for these areas and fill out the appropriate accompanying forms.

- (a) Hebrew Bible, Apocryphal/Deuterocanonical Books, and Literature of Early Judaism (Form BPhD-9)
- (b) New Testament and Literature of Early Christianity (Form BPhD-10)
- (c) Themes and Issues in Biblical Theology
- (d) History of Biblical Interpretation
- (e) Theological Hermeneutics

These examinations are administered three times a year. Applications for qualifying examinations are available from the Associate Dean for Academic Affairs. BIIN qualifying examinations are graded pass with distinction, pass, or no pass (Form BPhD-11). Upon successful completion of qualifying examinations, the student is admitted to candidacy. Request for extension of time to take qualifying exams requires the appropriate form be submitted to and approved by the Associate Dean for Academic Affairs (see Form BPhD-12).

L. Dissertation

1. Dissertation Proposal Timeline and Approval

The candidate must conduct original research and write a dissertation that contributes new knowledge to the field. Typically, within six months following the successful completion of qualifying examinations, the candidate will present the dissertation proposal (15-20 pages) to the Dissertation Committee appointed by the Dissertation Director in consultation with the student, the area, and the student's advisor. A request for extension beyond six months to submit a dissertation proposal can be made by completing the appropriate form and acquiring the approval of the Associate Dean for Academic Affairs (BPhD-13).

The dissertation proposal will first be approved by the Dissertation Director and Dissertation Committee and then submitted to the Advanced Programs Committee for final approval. The student should tailor the approval page as shown in Form BPhD-14. The Advanced Programs Committee will vote whether to certify that the proposal meets minimal acceptable standards: demonstrates an understanding of the research methodology and subject matter, illustrates an understanding of the body of knowledge in the discipline or disciplines involved, and meets the standards of scholarly creation, writing, and general readability. The proposal must describe the research question, outline the procedures to be followed, and discuss the significance of the proposed dissertation. When Institutional Review Board (IRB) approval is needed, the proposal needs to be approved before related IRB materials are submitted to the IRB by the Director. No data may be collected before the proposal has been approved and the Subjects Review has been granted. Any advice or suggestions from Advanced Programs Committee members will be communicated directly to the student and the Dissertation Director.

Revised dissertation proposals need to have changes approved only by the Dissertation Director, not by the Advanced Programs Committee. It is the student's responsibility to adhere to the Proposal and Dissertation Guidelines.

2. Dissertation Manual of Style

Students in the BIIN Program must use *The Chicago Manual of Style* (16th ed.) supplemented by *The SBL Handbook of Style*. They are to use the same manual of style for both the Proposal and Dissertation. In addition, the student must follow the list of abbreviations for biblical books as shown in *The SBL Handbook of Style*.

3. Dissertation Proofread/Copy Edited

The dissertation will be professionally proofread/copy edited, and the Dissertation Director will determine when both the form and content are ready for an oral defense. Pre-approved proofreaders/copy editors are available for consultation (see the Associate Dean for Academic Affairs for a list and cost).

4. Dissertation Committee

The Dissertation Committee will be composed of three to five members. The Dissertation Director must be a Hebrew Bible, New Testament, or Jewish Studies faculty member of Brite or TCU.

If during the process of developing the dissertation proposal, it becomes clear to the Dissertation Director and student that there is a need for a committee member with particular expertise not available from Brite and TCU faculty, they will identify such a scholar and petition the Advanced Programs Committee making a case for the addition of the scholar and requesting approval to invite the scholar to join the committee. The Advanced Programs committee will consider the matter expeditiously and approve such a petition only if it can be shown that the topic and/or method of the dissertation warrant it. Brite will remunerate the scholar \$300 when the dissertation is completed. Normally outside members will participate in the oral defense through web-based video teleconferencing. Students who wish to have the outside member present for the defense must be willing to assume financial responsibility for expenses associated with bringing the outside member to campus for the dissertation defense.

5. Dissertation Approval

Final approval of the dissertation requires the signatures of the Dissertation Committee, Associate Dean for Academic Affairs, and the Dean. No dissertation will be accepted for library archiving without acquiring the appropriate signatures. The student should tailor the signature page as shown on Form BPhD-15a, and the dissertation title page as shown on Form BPhD-15.

M. Oral Defense of Dissertation

Before a student may graduate an oral defense of dissertation shall occur. The parameters below will be followed.

1. Scheduling of Oral Defense

The Dissertation Director in consultation with the Dissertation Committee, the Associate Dean for Academic Affairs, and the candidate will set the date and time of the defense. The candidate is encouraged to prepare a defense date as early as possible to allow for corrections and filing of final copy. Timeline for the oral defense may be found in the Proposal and Dissertation Guidelines.

2. Oral Defense Protocol

The oral defense will be approximately one hour, including time for the Dissertation Committee to meet privately to determine their response. The oral defense is open to the student's Dissertation Committee, the Associate Dean for Academic Affairs, and faculty at Brite. The Chair of the Dissertation Committee in consultation with the student defending the dissertation can invite other Ph.D. students to attend the defense. The Dissertation Committee members are the only ones who may speak or ask questions at the orals.

3. Evaluation of Oral Defense

At the end of the oral defense, the Dissertation Committee votes on one of the following grades: pass with distinction, pass, conditional pass, or no pass. A grade of pass is given when the dissertation requires no further written revisions, apart from minor corrections stipulated by the Committee. A conditional pass may require either (1) written revisions and/or (2) a second oral defense. No more than two public oral defenses may be made. A grade of no pass will result in termination from the Ph.D. Program. Students are directed to read the Proposal and Dissertation Guidelines to determine the effect of a conditional pass grade and the bearing subsequent work may have on graduation deadlines (also see Form BPhD-17).

4. Final Dissertation Compliance

When it has been determined that the dissertation requires no further written revisions, the text must be sent electronically to UMI for filing. Detailed instructions for submitting the text to UMI can be found online at <http://lib.tcu.edu/howto/thesis.asp>. The appropriate fees must be paid online. Care should be taken to ensure compliance with May and December graduation deadlines. The text should be submitted and all fees paid no later than April 10 for May graduation or November 10 for December graduation.

N. Travel Grants

A limited amount of money is available each year to support Ph.D. students' travel expenses for dissertation related work and to enhance student programs by attending professional meetings or by participating in archaeological expeditions, course-workshops, and similar events. If you wish

to apply for such funds, please fill out application form BPhD-21. You should describe the event you wish to attend and if possible attach a published description of the event with your application. Students usually receive only one grant during their time in program. The maximum grant that can be awarded is \$1000; and lesser amounts may be given depending on the number of applicants and need. Preference may be given to those closest to the end of their program. The Advanced Programs Committee will consider applications for the period from June through May 31 of the following year at its March meeting.

In addition to the total dollar amount requested, the Committee must have an estimate of how the money will be spent by category, e.g., approximately \$xxx airline travel; \$yyy conference fee; approximately \$xxx food and accommodations.

Funds are awarded in March for use in the next fiscal year (June 1 through May 31). This means that any plane flight, conference, course or expedition that a travel grant is awarded to help support must actually have occurred during this period.

The deadline for submitting applications is 5:00 p.m. on February 15. The form should be delivered to the Office of the Associate Dean for Academic Affairs.

BIIN Ph.D. Hebrew Examination

The BIIN Ph.D. Hebrew Examination can be scheduled any time after admission to the Ph.D. Program. Ph.D. students majoring in Hebrew Bible, Apocryphal/Deuterocanonical Books, and the Literature of Early Judaism must complete the Hebrew Examination before the Qualifying Examinations can be scheduled.

The Hebrew Examination will be available in the Office of the Associate Dean for Academic Affairs at 8:00 a.m. on the day selected for the exam. The exam must be returned to that office by 5:00 p.m. of that day.

To schedule the examination, the student must complete the following steps:

1. Obtain the BIIN Ph.D. Hebrew Examination Application from the Office of the Associate Dean for Academic Affairs (see Form BPhD-7);
2. Set the date for the examination and agree upon its content by securing the signatures of the two Hebrew Bible/Jewish Studies faculty members who will prepare and grade the Hebrew Examination;
3. Return the completed Hebrew Examination Application to the Associate Dean for Academic Affairs at least two weeks prior to the scheduled date for the Hebrew Examination.

The BIIN Ph.D. Hebrew Examination will contain the following:

Reading and translating at least three passages (up to 80 total verses) in the Hebrew Bible, using critical resources, pointing out grammatical phenomena, and interpreting the BHS textual apparatus as required. Texts will be selected in dialogue between the Ph.D. student and Hebrew Bible/Jewish Studies faculty examiners.

Grading the BIIN Ph.D. Hebrew Examination

1. The Hebrew Bible/Jewish Studies faculty members will read the examination and assign one of three grades: Pass with Distinction, Pass, or No Pass.

The Hebrew Bible/Jewish Studies faculty examiners will provide written notification to both the student and the Associate Dean for Academic Affairs of the examination results within three weeks following completion of the examination.

BIIN Ph.D. Greek Examination

The BIIN Ph.D. Greek Examination can be scheduled any time after admission to the Ph.D. Program. Ph.D. students majoring in New Testament and Literature of Early Christianity must complete the Greek Examination before the Qualifying Examinations can be scheduled. The examination will consist of 4.5 hours in three 1.5 hours sessions on the same day.

To schedule the examination, the student must complete the following steps:

1. Obtain the BIIN Ph.D. Greek Examination Application from the Office of the Associate Dean for Academic Affairs (see Form BPhD-8);
2. Set the date for the examination and agree upon its content by securing the signatures of the two New Testament faculty members who will prepare and grade the Greek Examination;
2. Return the completed Greek Examination Application to the Office of the Associate Dean for Academic Affairs at least two weeks prior to the scheduled date for the Greek Examination.

The BIIN Ph.D. Greek Examination will contain three elements:

1. Reading and translating two of three passages (up to 50 total verses) in the Greek New Testament at sight, without dictionaries or other aids. The student is required to point out grammatical phenomena and to interpret the Nestle-Aland textual apparatus;
2. Reading a prepared passage (approximately 15 total verses) with a dictionary. Texts will be selected in dialogue with the Ph.D. student and New Testament faculty examiners;
3. Reading a prepared non-biblical Greek text (approximately 15 total verses) with a dictionary. Texts will be selected in dialogue with the Ph.D. student and New Testament faculty examiners.

Grading the BIIN Ph.D. Greek Examination

1. The New Testament faculty members will read the examination and assign one of three grades: Pass with Distinction, Pass, or No Pass.
2. The New Testament faculty examiners will provide written notification to both the student and the Associate Dean for Academic Affairs of the examination results within three weeks following completion of the examination.

BIIN Ph.D. Hebrew Bible, Apocryphal/Deuterocanonical Books, and Literature of Early Judaism

Qualifying Examinations

The BIIN Ph.D. Hebrew Bible, Apocryphal/Deuterocanonical Books, and Literature of Early Judaism Major Qualifying Examination can be scheduled after successful completion of course work and modern and ancient language requirements.

In addition to the Hebrew Bible, Apocryphal/Deuterocanonical Books, and Literature of Early Judaism Major Qualifying Examination, the student must select one of the following four areas for the Minor Qualifying Examination:

- a. New Testament and Literature of Early Christianity
- b. Themes and Issues in Biblical Theology
- c. History of Biblical Interpretation
- d. Theological Hermeneutics

Procedure to Schedule Qualifying Examinations

1. Qualifying Examinations are administered during the fourth week of September and January and the second full week of April. The student chooses one of these weeks to take the Qualifying Examinations.
2. To record and file plans for taking the Qualifying Examinations, the student must obtain the BIIN Ph.D. Hebrew Bible, Apocryphal/Deuterocanonical Books, and Literature of Early Judaism Qualifying Examinations form (BPhD-9) from the Associate Dean for Academic Affairs. Form BPhD-9 requires the signatures of the student, all faculty members involved with the Major and Minor Qualifying Examinations, and final approval of the Associate Dean for Academic Affairs.
3. In preparation for the Qualifying Examinations, the student will meet with all faculty members involved in order to discuss the particular areas of the doctoral examinations, bibliographies, and the content of the two examinations and to secure each faculty member's signature.
4. The student must adhere to the deadlines in returning the completed Qualifying Examinations form to the Office of the Associate Dean for Academic Affairs. The form must be filed with the Associate Dean for Academic Affairs by May 1 for September Qualifying Examinations, September 15 for January Qualifying Examinations, or by January 15 for April Qualifying Examinations.

Qualifying Examinations Procedure

1. If the Minor Qualifying Examination is in Themes and Issues in Biblical Theology, History of Biblical Interpretation, or Theological Hermeneutics, it is included in the one-week take-home examination along with the Major Qualifying Examination. Resources of any sort may be used for these examinations. A personal computer is to be used for taking these examinations. The student will pick up the examinations from the Office of the Associate Dean for Academic Affairs on Monday at 8:00 a.m. and return the completed examinations on Friday by 5:00 p.m.
2. If the Minor Qualifying Examination is in New Testament and Literature of Early Christianity, the student will select a day from the week chosen for a six-hour examination at Brite Divinity School, with a lunch break that is not counted as part of the six hours. No texts or other materials are to be brought to this examination (except an unmarked copy of the Greek NT). The examination will be typed, using a computer and workspace provided by Brite Divinity School. No help will be available during the testing period.
3. In the Major Qualifying Examination, the student will answer three of five questions that will test competence in the Hebrew Bible, Apocryphal/Deuterocanonical Books, and Literature of Early Judaism, drawn from Pentateuch, Historical Books, Poetry and Wisdom, Major and Minor Prophets, Apocryphal/Deuterocanonical Books, and Literature of Early Judaism.
4. In the Minor Qualifying Examination, the student will answer two of four questions in a selected second area of biblical interpretation (see areas listed in b.-d. and the exceptions for a. above). The Minor Qualifying Examination will be designed collaboratively by Hebrew Bible faculty and faculty from the area of examination, in conversation with the student.

Grading the Qualifying Examinations

1. Hebrew Bible faculty members with any other faculty who have prepared a particular area examination will read the respective examinations and assign one of three grades: Pass with Distinction, Pass, or No Pass (see Form BPhD-11).
2. The Hebrew Bible faculty will provide written notification to the student and the Associate Dean for Academic Affairs of the examination results within three weeks following completion of the examinations.
3. The exams of each area will be read by at least two members of the permanent faculty in the applicable area. If both faculty members agree that the exam or paper does not meet passing standards, then the exam does not pass. If the two readers disagree on whether the paper or exam is of passing quality, a third member of the BIIN permanent faculty will read it. The decision of the majority of readers will stand. A student who fails more than two of the exam questions will fail the exams as a whole and will not be allowed to re-take them. The student will be dismissed from the program. If a student fails one or two of the exam questions, she or he will be allowed to re-take that exam/those exams (usually with a revised set of questions) or re-write the failed paper. If the re-taken exam(s) is judged to be of passing quality by two members of the BIIN permanent faculty, then the student will be said to have passed the exam(s). If both faculty members agree that the exam or paper does not meet passing standards, then the exam does not pass. If the two readers disagree on whether the paper or exam is of passing quality, a third member of the BIIN permanent faculty will read it. The decision of the majority of readers will stand. A student may only re-take failed exam(s) one time. There will be no exceptions to this policy.

BIIN Ph.D. New Testament and Literature of Early Christianity

Qualifying Examinations

The Ph.D. BIIN New Testament and Literature of Early Christianity Qualifying Examinations can be scheduled after successful completion of two modern language examinations, the Ph.D. BIIN Greek Examination, and 48 hours of coursework.

In addition to the New Testament and Literature of Early Christianity Qualifying Examination, the student must select one of the following four areas for the Minor Qualifying Examination:

- a. Hebrew Bible, Apocryphal/Deuterocanonical Books, and Literature of Early Judaism
- b. Themes and Issues in Biblical Theology
- c. History of Biblical Interpretation
- d. Theological Hermeneutics

Procedure to Schedule Qualifying Examinations

1. Qualifying Examinations are administered during the fourth week of September and January and the second full week of April. The student chooses one of these weeks to take the Qualifying Examinations.
2. To record and file plans for taking the Qualifying Examinations, the student must obtain the BIIN Ph.D. New Testament and Literature of Early Christianity Qualifying Examinations form (BPhD-10) from the office of the Associate Dean for Academic Affairs. Form BPhD-10 requires the signatures of the student, all faculty members involved with the Major and Minor Qualifying Examinations, and final approval of the Associate Dean for Academic Affairs.

3. In preparation for the Qualifying Examinations, the student will meet with all faculty members involved in order to discuss the particular areas of the doctoral examinations, bibliographies, the content of the two examinations, and to secure each faculty member's signature.
4. The student must adhere to the deadlines in returning the completed Qualifying Examinations form to the Office of the Associate Dean for Academic Affairs. The form must be completed and filed with the Office of the Associate Dean for Academic Affairs by May 1 for September Qualifying Examinations, by September 15 for January Qualifying Examinations, or by January 15 for April Qualifying Examinations.

Qualifying Examinations Procedure

1. Each of the two Qualifying Examinations (with the exception of Hebrew Bible, Apocryphal/Deuterocanonical Books, and Literature of Early Judaism, which is described below) must be completed within six hours, with a lunch break that is not counted as part of the six hours. No texts or other materials are to be brought to the Qualifying Examinations (except an unmarked copy of the Greek NT). The Qualifying Examinations will be typed, using a computer and workspace provided by Brite Divinity School. No help will be available during the testing period.
2. The student selects a day from the week chosen to take the Major Qualifying Examination in New Testament and Literature of Early Christianity.

On the day selected for the New Testament and Literature of Early Christianity Qualifying Examination, the student will answer three of five questions that will test competence in the content of the New Testament; the historical and cultural setting of the New Testament documents in the Jewish and Hellenistic world; the history of interpretation of the New Testament books through Irenaeus; introductory issues to each New Testament book (authorship, date, source, provenance, etc.); major themes and methods of NT theology. The questions themselves will be direct and simple sounding, designed to allow the student to formulate appropriate issues and categories and then elaborate with a breadth, depth, and sophistication sufficient to show that the student is now in adequate command of data, resources, and skills to permit teaching at the graduate level and to begin independent work on a dissertation.

3. The student selects a second day during this week if the Minor Qualifying Examination is in Themes and Issues in Biblical Theology, History of Biblical Interpretation, or Theological Hermeneutics.

On this day, the student will answer three of five questions in the selected second area of biblical interpretation. The Minor Qualifying Examination will be designed collaboratively by New Testament faculty and faculty from the area of examination, in conversation with the student.

4. The student who elects the Minor Qualifying Examination in Hebrew Bible, Apocryphal/Deuterocanonical Books, and Literature of Early Judaism will receive a one-week take-home examination administered during the examination week. The student will pick up the examination from the Office of the Associate Dean for Academic Affairs on Monday at 8:00 a.m. and return it on Friday by 5:00 p.m. Resources of any sort may be used for this examination. A personal computer is to be used to take this examination.

Grading the Qualifying Examinations

1. New Testament faculty members with any other faculty who have prepared a particular area examination will read the respective examinations and assign one of three grades: Pass with Distinction, Pass, or No Pass (see Form BPhD-11).
2. The New Testament faculty will provide written notification to the student and to the Associate Dean for Academic Affairs within three weeks following completion of the examinations of the results.

3. The exams of each area will be read by at least two members of the permanent faculty in the applicable area. If both faculty members agree that the exam or paper does not meet passing standards, then the exam does not pass. If the two readers disagree on whether the paper or exam is of passing quality, a third member of the BIIN permanent faculty will read it. The decision of the majority of readers will stand. A student who fails more than two of the exam questions will fail the exams as a whole and will not be allowed to re-take them. The student will be dismissed from the program. If a student fails one or two of the exam questions, she or he will be allowed to re-take that exam/those exams (usually with a revised set of questions) or re-write the failed paper. If the re-taken exam(s) is judged to be of passing quality by two members of the BIIN permanent faculty, then the student will be said to have passed the exam(s). If both faculty members agree that the exam or paper does not meet passing standards, then the exam does not pass. If the two readers disagree on whether the paper or exam is of passing quality, a third member of the BIIN permanent faculty will read it. The decision of the majority of readers will stand. A student may only re-take failed exam(s) one time. There will be no exceptions to this policy.

PROPOSAL AND DISSERTATION

BIBLICAL INTERPRETATION (BIIN)

I. PH.D. DISSERTATION TOPIC

Possible areas and topics for the Ph.D. dissertation should be considered from the beginning of residency. Seminar and course papers may be chosen to explore such possibilities. As a first step toward the dissertation proposal, the student must select a dissertation topic in consultation with his/her Academic Advisor (or Dissertation Director, if different).

II. DISSERTATION PROPOSAL

Typically, within six months following successful completion of qualifying examinations, the candidate will present the Dissertation Proposal (15-20 pages) to a Dissertation Committee appointed by the Dissertation Director in consultation with the student, the department, and the student's advisor.

The Dissertation Proposal will normally address the following matters:

Statement of Thesis

What is the original proposition or point of view that you plan to argue?

What is the hypothesis or major question that you are attempting to answer?

Brief History of Research

How will your study fit into other scholarly research on the topic?

How will your research contribute to study of this topic?

Hermeneutical Perspective

Which interpretive models are operative in your study?

Why is this perspective appropriate to your study?

Methodology

Describe the practices and procedures you will employ to develop your thesis.

Explain your rationale for the selection(s)

If the dissertation involves human participants, include your rationale for selecting the procedure and participants for this research including a description of the specific manner in which the practices and procedures conform to policy. See *Brite Governance Handbook* 3.5 Research Involving Humans: Policy & Procedure, and *Brite Support Manual* Appendix Q "Research

Proposal and Consent Formats for Review” for information regarding Brite’s policy, and adherence to policies and procedures of the TCU Institutional Review Board. The requirements include IRB approval in advance of commencing any research with human participants. Additional information about research with human subjects can be found online at www.research.tcu.edu.

Proposed Outline

Describe the chapters and the content of each.

Working Bibliography

List primary and secondary sources.

III. PROPOSAL/DISSERTATION CONTENT AND FORM

Students in the BIIN Program must use *The Chicago Manual of Style* (16th edition) supplemented by *The SBL Handbook of Style*. They are to use the same manual of style for both the Proposal and Dissertation.

Students are to:

- Follow the list of abbreviations for biblical books in *The SBL Handbook of Style*.
- Tailor the title page and signature page as established by Brite (Forms BPhD-15 and -15a).

The Dissertation Director will determine when form and content are ready for an oral defense.

IV. DISSERTATION COMMITTEE

The Dissertation Committee will be composed of three to five members. The Dissertation Director must be a Hebrew Bible, New Testament, or Jewish Studies faculty member of Brite or TCU.

If during the process of developing the dissertation proposal, it becomes clear to the Dissertation Director and student that there is a need for a committee member with particular expertise not available from Brite and TCU faculty, they will identify such a scholar and petition the Advanced Programs Committee making a case for the addition of the scholar and requesting approval to invite the scholar to join the committee. The Advanced Programs committee will consider the matter expeditiously and approve such a petition only if it can be shown that the topic and/or method of the dissertation warrant it. Brite will remunerate the scholar \$300 when the dissertation is completed. Normally outside members will participate in the oral defense through web-based video teleconferencing. Students who wish to have the outside member present for the defense must be willing to assume financial responsibility for expenses associated with bringing the outside member to campus for the dissertation defense.

V. APPROVAL OF DISSERTATION PROPOSAL

The student should tailor the approval page as shown in Form BPhD-14. The dissertation proposal will first be approved by the Dissertation Director and Dissertation Committee and then submitted to the Advanced Programs Committee as directed by the Associate Dean for Academic Affairs for final approval.

Normally, the student will be asked to meet with the Advanced Programs Committee to offer a brief oral presentation of her or his proposal and address questions raised by the Committee. The Dissertation Director will also typically be present for the conversation. The Advanced Programs Committee will vote whether to certify that the proposal meets minimal acceptable standards: demonstrates an understanding of the research methodology and subject matter, illustrates an understanding of the body of knowledge in the discipline or disciplines involved, and meets the

standards of scholarly creation, writing, and general readability. The proposal must describe the research question, outline the procedures to be followed, and discuss the significance of the proposed dissertation. When Institutional Review Board (IRB) approval is needed, the proposal needs to be approved before related IRB materials are submitted to the IRB by the Director. No data may be collected before the proposal has been approved and the Subjects Review has been granted. Any advice or suggestions from Advanced Programs Committee members will be communicated directly to the student and the Dissertation Director.

Revised dissertation proposals need to have changes approved only by the Dissertation Director, not by the Advanced Programs Committee. It is the student's responsibility to adhere to the Proposal and Dissertation Guidelines.

1. Student Responsibility

The candidate's initiative is important at every stage of the Ph.D. Proposal and Dissertation process. The candidate must clarify the process and procedures for the completion of the work (e.g. reading of drafts) by collaborating with the Dissertation Director and the Dissertation Committee.

2. Extension of Time

A request for an extension beyond six months to submit a dissertation proposal can be made by completing the appropriate form and acquiring the approval of the Dissertation Director and the Associate Dean for Academic Affairs (BPhD-13).

VI. DISSERTATION

Students are encouraged to submit dissertations under 300 pages in length (including bibliography and appendices). Permission to exceed this page limitation should be obtained in advance from the Dissertation Director and Dissertation Committee.

1. Dissertation Timeline

In order to meet the March 1 oral defense deadline, the following timeline must be followed (all dates are "**no later than**" and are based on a May graduation. If a December graduation is necessary, timelines must be arranged with the Dissertation Committee.):

November 1

Completed first draft of dissertation submitted to Dissertation Committee

January 10

Dissertation Committee returns draft to candidate with suggestions

February 10

Student has revised draft professionally proofread/copy edited and submits sufficient copies for all Committee members

March 1

Oral defense is held no later than March 1, but an earlier date is recommended. (See Section VII, 3. (b) for oral defense timeline.)

APRIL 10

Clean, Final copy must be submitted to the Associate Dean for Academic Affairs

2. Format

The following format must be adhered to—there are no exceptions:

- Paper must be acid free, white in color.
- Printing must be on one side of the paper only and be letter quality. Font size must be 12 point. Font style must be Times New Roman. Text color must be black.
- Typed lines must be double-spaced, except for table of contents, footnotes, captions, glossary, appendices, and bibliography, which are single-spaced.
- Block quotations (quotations over five lines) are single-spaced. Block quotations must be indented four spaces from the left margin or eight spaces if the quotation begins a paragraph. Do not use quotation marks in the block quotation except for quotations nested within the block. Double-space before and after a block quotation.
- Tabulation must be five spaces.
- The text is justified on the left margin, but is not justified on the right margin.
- All margins should be one inch.

VII. ORAL DEFENSE

1. Scheduling of Oral Defense

Public oral defense of the dissertation is required. The Dissertation Director in consultation with the Dissertation Committee, the Associate Dean for Academic Affairs, and the candidate will set the date and time of the defense. The candidate is encouraged to prepare a defense date as early as possible to allow for corrections and filing of final copy.

2. Oral Defense Protocol

The oral defense will be approximately one hour, including time for the Dissertation Committee to meet privately to determine their response. The oral defense is open to the student's Dissertation Committee, the Associate Dean for Academic Affairs, and faculty at Brite. The Chair of the Dissertation Committee in consultation with the student defending the dissertation can invite other Ph.D. students to attend the defense. The Dissertation Committee members are the only ones who may speak or ask questions at the orals.

3. Evaluation of Oral Defense

(a) Grading

The Dissertation Committee will give the public oral defense a grade of pass with distinction, pass, conditional pass, or no pass. A grade of pass is given when the dissertation requires no further written revisions apart from minor corrections stipulated by the Committee. A conditional pass may require either (1) written revisions and/or (2) a second oral defense. No more than two public oral defenses may be made. A grade of no pass will result in termination from the Ph.D. Program (see Form BPhD-17).

(b) Revisions and Graduation Postponement

Two Weeks After Orals

In the event the oral examination results in a pass, requiring minor revisions, or a conditional pass requiring substantial written revisions, the candidate has two weeks from date of orals to make the needed changes.

Graduation Deadline and Postponement

If a second oral defense is required, it must be scheduled in time to meet graduation deadlines. Major revisions and a second oral defense will normally postpone graduation.

VIII. FINAL DISSERTATION COMPLIANCE

1. Electronic Filing and Fees

When it has been determined that the dissertation requires no further written revisions, the text must be sent electronically to UMI for filing. Detailed instructions for submitting the text to UMI can be found online at <http://www.lib.tcu.edu/howto/thesis.asp>. The appropriate fees must be paid online. Care should be taken to ensure compliance with May and December graduation deadlines. The text should be submitted and all fees paid no later than April 10 for May graduation or November 10 for December graduation.

Additionally, the student must employ Form BPhD-15, Dissertation Title Page with its accompanying Form BPhD-15a, Final Approval Signature Page, and Form BPhD-16, Copyright Acknowledgment. Students should note that while it is not a requirement, Brite strongly encourages students to copyright dissertations.

2. May Graduation

For May graduation, the dissertation must be approved, signed by the Dissertation Director and Dissertation Committee, and submitted to the Associate Dean for Academic Affairs no later than April 10.

3. December Graduation

For December graduation, the dissertation must be approved, signed by the Dissertation Director and Dissertation Committee, and submitted to the Associate Dean for Academic Affairs no later than November 10.