

Haas Good Academic Standing Policy

All PhD students at Haas are expected to maintain satisfactory academic progress toward an approved academic objective as defined by the [University, the Graduate Division Guide to Graduate Policy](#), and/or the Berkeley Haas PhD Program. Satisfactory academic progress is determined based on both the student's recent academic record and overall performance. To remain in good academic standing, a student must make timely progress toward degree completion and maintain satisfactory academic progress in all aspects of their field of study. As stated in every offer letter, our multi-year offer of financial assistance is conditional upon satisfactory academic performance in the program. Failure to meet the conditions below may result in the Berkeley Haas PhD Program requesting that the Graduate Division place the student on academic probation, progress probation, probation due to lack of progress in the program, or academic dismissal if they do not meet the Haas Good Academic Standing Policy.

NOTE: Unsatisfactory academic progress may be determined based on explicit requirements such as failing to meet those outlined below. However, the professional judgment of the faculty, upon review of all graduate work undertaken by the student, is paramount, and the faculty may establish more restrictive criteria for satisfactory academic progress.

Criteria to determine satisfactory academic progress toward degree are outlined below:

COURSEWORK REQUIREMENTS

- Complete all Business Administration core courses for a letter grade and achieve a minimum grade of (B) or better in each core course. Students who fail to meet the minimum grade of (B) in core classes will be required to retake the class. Excluded from this are independent study courses (i.e. PHDBA 299/602), group seminars (courses ending in "S" i.e. PHDBA 229S), and courses only offered on a S/US grading basis.
- For students in the quantitative programs, they must pass the summer prerequisite (Econ 204) with a B- or better to start the Econ 201A/B series. If a student receives less than a B- during the summer course, they are permitted one chance to complete Math 104 with a minimum of a B- to fulfill this requirement.
- The overall cumulative GPA of at least a 3.0 (B) by the end of the second year. If a student retakes a class the PhD Program will only include the higher grade in our calculation. Students are expected to complete all core courses by the end of the second year.
- Students must be enrolled in 12 units per semester.
- Have no more than two courses of unfinished coursework, defined as Incomplete (I), No Grade (blank), and/or No Record (NR) on the transcript.
- Have no more than one-third of the total units of all coursework graded Pass/No Pass or Satisfactory/Unsatisfactory. Excluded from this are independent study courses (i.e. PHDBA 299/602), group seminars (courses ending in "S" i.e. PHDBA 229S), and courses only offered on a S/US grading basis.

Note: Please contact the PhD Program Office regarding the course waiver process. There are rare instances when a core course may be waived if it is determined by the Faculty Field Advisor that the student has taken the same course from a comparable institution and has earned an A or A+. The Faculty Field Advisor will need to review the past course syllabus to determine a student's eligibility and approve an alternative course. Any approved changes to the core course

requirements must be updated in your academic record by the PhD Program Office otherwise this requirement will remain unsatisfied. Please note that core courses covered in the comprehensive/preliminary exam cannot be waived.

PROGRESS TOWARD THE DEGREE

- Meet all departmental degree requirements in accordance with departmental time limits, including satisfactory performance in core courses and on all required examinations.
- *Take and pass the written [preliminary examination](#) with a grade of S (Satisfactory) on *all* parts of the group preliminary exam before the 5th semester. Please note that students must take and pass the core courses covered in the exam and 12 PHDBA units before they are eligible to sit for the exam. Also, if required by your group, write a potentially publishable research paper on a Business Administration topic that is approved by at least one ladder-rank faculty member. Students must complete the requirements for the MS degree in Business Administration to progress.
- *Take and pass the Business Administration [oral qualifying exam](#) by the end of the sixth semester.
- [Advancement to doctoral candidacy](#) by the end of the sixth semester.
- Graduate within two years (four semesters) of advancing to candidacy or by the end of ten semesters in the PhD Program, whichever occurs later.
- Evaluation by the appropriate faculty committee that there has been satisfactory progress towards the oral qualifying exam or completion of the [dissertation](#).
- Form a doctoral committee; present a dissertation prospectus acceptable to the faculty member who agrees to supervise the student's research and serve as chair of their dissertation committee; successfully pass a final defense of the dissertation when required; and complete and [file](#) a dissertation acceptable to all committee members.
- Complete all requirements within the normative time set by the Graduate Division for the Business Administration PhD program of 10 semesters/5 years.

**Please note that if a student does not pass a program exam, it is at the discretion of the faculty whether to recommend a second examination or not. A student may be recommended for dismissal if the committee does not recommend a second attempt.*

Please visit this link to familiarize yourself with the [UC Berkeley Graduate Division Guide to Graduate Policy](#). **It is your responsibility to be aware of the UC Berkeley Guide to Graduate Policy.**