

GWS PhD Advising Compact
(also see GWS PhD Handbook)

The faculty advisor serves a dual role:

- First, to assist you in acquiring the highest possible level of knowledge and competence in the field and
- Second, to chair the committee that will determine whether you have performed acceptably at each of your degree milestones. The chair of your committee must have graduate faculty status and be a member of the GWS Department. Your GWS advisor is responsible for assisting you in meeting the PhD program requirements and milestones. You can view our policy on Satisfactory Academic Progress [here](#).

Advisors play a role in tracking your progress toward degree completion, assisting with course selection and academic planning, and helping you identify possible research mentors, committee members, and opportunities.

Advisors **and** advisees in GWS are expected to:

- Touch base, early each semester, regarding deadlines, seminars, and any other academic questions or concerns.
- Meet about once a month in the academic year.
- Respond to each other's emails within a week during the contracted work periods
- Provide feedback on dissertation drafts: You can expect that your advisor will give you feedback on drafts of your dissertation in a timely manner. Timelines and deadlines for the work on a dissertation should be decided on together well in advance.
- Write letters of recommendation: If a faculty member agrees to write a letter of recommendation for you, they must meet the deadline. You should, in turn, request the letter in advance (six weeks is preferable), and submit materials to the faculty member no later than three weeks before the letter is due (unless another time frame is agreed upon).