

## **Faculty Guidelines for Doctor of Science in Physical Therapy (DScPT) Research Forms**

### **INTRODUCTION**

This document is written to assist faculty and content experts serving on DScPT Research Advisory Committees in completing required forms. Forms may be acquired by students and faculty advisors from the Physical Therapy Program website under DScPT Students then Research Forms. The forms require various approval signatures as students progress through the research project.

### **DScPT FORMS**

There are seven forms that require completion during the research process. The forms and their purpose are as follows:

1. The Research Committee Advisory Form.  
This form requires students to obtain consent signatures from faculty and content experts who agree to serve as either the Research Advisory Committee Chair or Members (RAC); this form is completed prior to beginning the research proposal development.
2. The Proposal Approval Form.  
The DScPT student develops the research proposal with the guidance of the RAC members. Once the proposal meets the approval of the RAC members, signatures are obtained prior to seeking institutional review board approvals (when indicated) and beginning the research project.
3. The Oral Defense Approval Form  
Following completion of the research project, the student presents the findings at a public presentation which is followed by a private meeting with RAC members. This form is signed and graded by RAC members following the completion of the oral defense of the research project.
4. The Published Paper Approval Form  
The DScPT student is required to author a research article that may be submitted to a peer reviewed journal for publication. Once the research article meets the approval of the RAC members, the student must obtain member signatures and a grade. A copy of the completed form must be returned to the RAC Chair.

5. The DScPT Research Report

This form includes the required template for the TITLE PAGE, and instructions for completion of the Final Paper that is provided to the Office of Graduate Study and Lifelong Learning for graduation.

6. The Final Paper Approval Form

This form is signed by the RAC Chair and the Physical Therapy Program Director upon the completion of the paper and then included with the final research paper given to the Office of Graduate Study and Lifelong Learning for graduation.

7. Student Responsibilities Checklist

This final document is for the students use only, to assist them in completing the required activities and forms for the DScPT Research Requirement. This form does not require signatures of any faculty or other person.

**STUDENT RESPONSIBILITIES**

Students are responsible for obtaining and managing the forms which includes acquiring signatures at appropriate times and supplying completed forms to required individuals or departments.

**RESEARCH ADVISORY COMMITTEE RESPONSIBILITIES**

Faculty members on DScPT committees may be required to provide students with information about form acquisition and form completion; however, the major responsibility of RAC members is to provide signatures, and required grades or comments at appropriate times during the DScPT student's research process.