

Current Student Handbook

For Doctor of Philosophy in Physical Therapy (International Program)

Faculty of Physical Therapy, Mahidol University

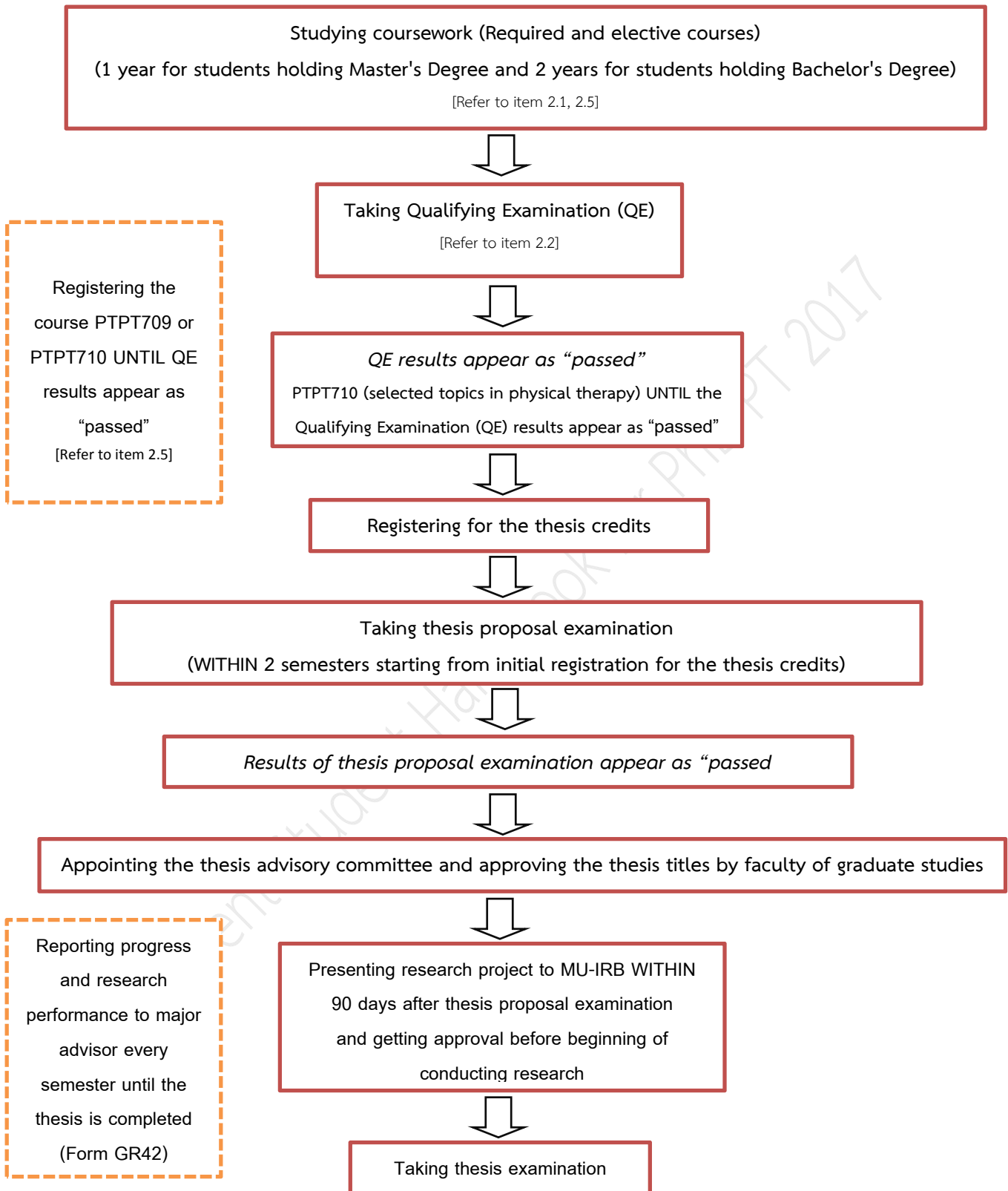
Academic year 2017

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Current Student Handbook for PhD PT 2017

## 1. Academic steps and timeline for Ph.D. student



For detail information of steps for thesis process, students can visit website of Faculty of Graduate Studies, Mahidol University as <http://www.grad.mahidol.ac.th/thesis/step-doctoral-en.php>

Note: See Ph.D. timeline form in Appendix I

## 2. Academic information from Faculty of Physical Therapy

### 2.1 Curriculum structure, study plan, and course requirements

Curriculum structure (Plan 2)*		
For students holding Master's Degree		
Required Courses	8	Credits
Elective Courses not less than	4	Credits
Dissertation	36	Credits
Total not less than	48	Credits
For students holding Bachelor's Degree		
Required Courses	21	Credits
Elective Courses not less than	6	Credits
Dissertation	48	Credits
Total not less than	75	Credits

\*The curriculum structure is in accordance with the Ministry of University Affairs Announcement titled "Standard criteria for Graduate Studies 2015 Plan 2".

Study plan for students holding Master's Degree in physical therapy		
Year 1	Semester 1	Semester 2
	Required courses 4 credits	Required courses 4 credits
	PTPT702 : Advanced measurement and evaluation for physical therapist (3 credits)	PTPT704 : Advanced statistics in health sciences (3 credits)
	PTPT708 : Physical therapy seminar (1 credit)	PTPT705 : Contemporary topics in movement science and physical therapy (1 credit)
	Elective courses 4 credits (e.g. GRID603 : Biostatistics, PTPT701 : Advanced research methodology in health sciences, PTPT709 Research practicum, PTPT710 : Selected topics in physical therapy)	
	Qualifying Examination	
Year	Semester 1	Semester 2
2-3	Dissertation 36 credits	

Study plan for students holding Bachelor's Degree in physical therapy		
Year 1	Semester 1	Semester 2
	Required courses 12 credits	Required courses 4 credits
	PTPT701 : Advanced research methodology in health sciences (3 credits)	PTPT704 : Advanced statistics in health sciences (3 credits)
	PTPT703 : Advanced biomechanics of human movements (3 credits)	PTPT705 : Contemporary topics in movement science and physical therapy (1 credit)
	PTPT617 : Advanced motor control and learning (3 credits)	
	GRID603 : Biostatistics (3 credits)	
		Elective courses 3 credits
Year 2	Semester 1	Semester 2
	Required courses 4 credits	Required courses 1 credits
	PTPT702 : Advanced measurement and evaluation for physical therapist (3 credits)	PTPT709 : Research practicum(1 credit)
	PTPT708 : Physical therapy seminar (1 credit)	Qualifying Examination
	Elective courses 3 credits	
Year 3-5	Dissertation 48 credits	

Course requirements (Plan 2)	
Required Courses	Credit
<b>For students holding Master's Degree</b>	
PTPT702 : Advanced measurement and evaluation for physical therapist	3
PTPT704 : Advanced statistics in health sciences	3
PTPT705 : Contemporary topics in movement science and physical therapy	1
PTPT708 : Physical therapy seminar	1
<b>For students holding Bachelor's degree</b>	
GRID603 : Biostatistics	3
PTPT617 : Advanced motor control and learning	3
PTPT701 : Advanced research methodology in health sciences	3
PTPT702 : Advanced measurement and evaluation for physical therapist	3

PTPT703 : Advanced biomechanics of human movements	3
PTPT704 : Advanced statistics in health sciences	3
PTPT705 : Contemporary topics in movement science and physical therapy	1
PTPT708 : Physical therapy seminar	1
PTPT709 : Research practicum	1
<b>Elective Courses</b>	<b>Credit</b>
PTPT710 : Selected topics in physical therapy	1
PTPT711 : Teaching practicum	1
PTPT712 : Advanced clinical practice for research	1
PTPT713 : Updated physical therapy in respiratory and cardiovascular systems	2
PTPT714 : Biomechanics in research	2
PTPT715 : Sport biomechanics and clinical application	3
PTPT716 : Applied ergonomics in musculoskeletal system disorders	2
PTPT717 : Motor development through life span	3
SCID500 : Cell and molecular biology	3
<b>Dissertation</b>	<b>Credit</b>
<b>For students holding Master's Degree</b>	
PTPT699 : Dissertation	36
<b>For students holding Bachelor's degree</b>	
PTPT799 : Dissertation	48

## 2.2 Guidelines and requirements for Qualifying Examination (QE)

1. A Ph.D. student is required to submit the concept paper consisting of research rationale, research questions, material and methods, data analysis, and advantages of study on approximately five A4 pages with the use of 12 pts Times New Roman fonts and 1.5 line spacing.
2. The committees of the examination are consisted of a major advisor as the chair of the examination, or co-advisor(s), and an expert in the field of research. The committees MUST include at least one expert examiner outside Mahidol University. Total qualifying examination committee must be 5 persons.
3. The major advisor as the QE chair must submit a list of QE committees and assigned topics covering conceptual framework, knowledge, measurement and evaluation, research methodology and statistics as well as a manuscript to the Ph.D. committees for an approval based on Faculty of Graduate Studies and the program's regulations.
4. Prior to the QE, the chair of the committees will notify all committee members regarding the criteria for passing the examination and all examination topics. The name list of the QE committee members and examination topics will be informed to the student by the chair. The criteria for passing the examination are  $\geq 75\%$  for both written and oral examinations.
5. The QE committees have two weeks for making a QE question(s). All QE questions will be examined by the chair to ensure the completeness of the 5 QE questions with sufficient amount of time (i.e., 2-3 days) before the date of examination. The final QE questions will be sent to the student and the director of Ph.D. program by the chair.
6. After receiving the QE questions, the student has two weeks to complete the examination. The student MUST save 5 files of the answers separately and send the 5 files to the chair. Each QE answers will be sent separately to each QE committee and the director of PhD program via email by the chair. The printed QE answers will be mailed (EMS) to the QE committee by a postgraduate study officer. After receiving the QE answer, the committee members have two weeks for marking the examination. The written scores MUST pass 75 percent for ALL QE committee (not in average). The scores MUST be sent to the chair before the date of oral examination.
7. An oral examination will be held by the assigned QE committee. The oral exam will focus on clarifying the written exam answers and related knowledge to consider whether the student thoroughly understand the knowledge that related to the research of interest. The oral scores MUST pass 75 percent for ALL QE committee (not in average).
8. After the oral examination, if the student pass both written and oral exam, the exam results will be sent to Faculty of Graduate Studies within 15 days. If the student fails some topics of the first examination, a request for retaking the examination for only the topic(s) that the student fails can be made within 15 days. Such retake may contain new or the same questions as the first examination, depending on the consideration of the committee members who make up the examination questions.
9. If the student fails the re-examination, the examination results will be sent to Faculty of Graduate Studies as 'not passed' and, a request for having a re-examination can be made within 6 months after the first examination.

### Estimated timeline for management of the QE

Process	Duration of the process
<p>An advisor (as chair of QE) submits the following documents to the PhD committee for an approval based on Faculty of Graduate Studies and the program's regulations.</p> <p>The documents are;</p> <ol style="list-style-type: none"> <li>1) a list of qualifying exam committee</li> <li>2) exam topics assigned for the QE committee which cover <ul style="list-style-type: none"> <li>● Conceptual framework ( 1 item)</li> <li>● Knowledge (2 items)</li> <li>● Measurement &amp; Evaluation (1 item)</li> <li>● Methodology &amp; Statistics (1 item)</li> </ul> </li> <li>3) manuscript</li> </ol>	1-2 weeks
<p>After the approval, the postgraduate officer</p> <ul style="list-style-type: none"> <li>● submits QE committee to Faculty of Graduate Studies for a formal letter of invitation</li> <li>● mails official letter requesting a QE question to each QE committee (if needed, the QE chair can email request the QE question to QE committee 2 weeks in advance)</li> </ul>	2 weeks
<p>The QE committees make a QE question and email to the QE chair.</p>	2 weeks
<p>A Ph.D. student receives 5 take-home exam questions and submits the exam answers to the QE chair as due date.</p>	2 weeks
<p>The QE committees receive the QE answer and consider whether the QE written paper passes 75 percent.</p>	2 weeks
<p>The Ph.D. student takes oral exam and the QE committee consider whether the QE oral exam pass 75 percent.</p>	As appointed date



## Evaluation criteria for QE

See Appendix II for evaluation form for QE.

### 2.3 Extra academic activity: Requirements for presenting the interested topic in lunch seminar

All Ph.D. students are required to present the interested topic in lunch seminar held by Ph.D. program at least ONCE and MUST get presentation scores at least 3.5 points (from 5 points) rated by Ph.D. committee (refer to evaluation form). Main objective of this extra academic activity is to provide Ph.D. student with the opportunity to practice effective academic presentation to the public.

### Evaluation criteria for presenting the interested topic in lunch seminar

See Appendix III for scoring sheet for public presentation (lunch seminar)

### 2.4 International co-advisor

Ph.D. program encourages each Ph.D. student to have one international co-advisor to support and mentor Ph.D. dissertation. The program will financially support travel and accommodation expenses for the international co-advisor to attend student's Ph.D. dissertation defense.

### 2.5 Frequent practical errors

To achieve the degree as plan, there are some issues regarding to course registration which Ph.D. students should pay attention on since the practical errors have frequently been found.

- 1) Ph.D. students are required to register the course PTPT709 (research practicum) or the course PTPT710 (selected topics in physical therapy) until the QE results appear as "passed". However, only the credits from the FIRST time of registration can be counted for graduation.
- 2) For course GRIDxxx of faculty of graduate studies, Mahidol University, it is suggested that before registration, Ph.D. students should find information from faculty of graduate studies that whether credits from the course GRIDxxx can be counted for graduation, or not.

### 2.6 Other academic information

For other academic information e.g. academic calendars, thesis preparation and submission, academic announcement and regulation, soft skills, tuition and fees, students can visit website of faculty of graduate studies, Mahidol University as <http://www.grad.mahidol.ac.th/en/current-students/>

### 3. Scholarships and awards from Faculty of Physical Therapy

Each year the faculty of physical therapy provides a number of study grants, research grants, and research awards to Ph.D. students from all fields of study.

#### Summary of scholarships and awards

No.	Scholarships/awards Name	Qualifications/Conditions	Amount of allocated money	Application period
1	Grant to support students in international academic presentations	<p>1) An applicant must be a doctoral student of faculty of physical therapy, Mahidol University. He/she must have been invited to present his/her research in an international academic conference/seminar.</p> <p>2) An applicant needs to pass the Qualifying Examination and the thesis committee must have been officially appointed.</p> <p>3) The name of the applicant has to be listed as the first author in the presentation abstract. The name "Faculty of Physical Therapy, Mahidol University" must be written after the names of the presenters. Moreover, the applicant's presentation must prominently display the Mahidol University emblem (in both oral and poster presentations).</p> <p>4) If the seminar/conference is open for both oral and poster presentations, a priority will be given to an applicant accepted for an oral presentation.</p>	<p>Scholarships will subsidize (both students who get and not get scholarships from faculty of graduate studies) only for registration fees, travel expenses, and accommodation.</p> <p>The maximum values of the scholarship can be classified according to the presentation locations:</p> <p>Thailand, up to THB 10,000 for each</p> <p>Asia, up to THB 15,000-30,000 for each</p> <p>Australia, up to THB 30,000-35,000 for each</p> <p>Europe, up to THB 45,000 for each</p> <p>Africa, up to THB 50,000 for each</p> <p>America, up to THB 50,000 for each</p>	At least 15 days before presentation dates.

		<p>5) An applicant must not have previously received this scholarship from faculty of physical therapy, Mahidol University to present his/her research during studying Ph.D. program.</p> <p>6) Before application, an applicant must have been applied “scholarship to promote master and doctoral students’ competency for international academic presentations” from faculty of graduate studies. Mahidol University.</p> <p>7) Throughout the curriculum, each Ph.D. student is eligible to get the scholarships once for presentation in Thailand and once for presentation abroad.</p>		
2	Grant to support students in registering thesis proposal writing/thesis writing courses	An applicant must be a doctoral student of faculty of physical therapy, Mahidol University.	Scholarships will be paid only for registration fees charged by faculty of graduate studies, Mahidol University.	Throughout the year
3	Grant to support Research Talk Project	<p>1) An applicant must be an advisor or a doctoral student of faculty of physical therapy, Mahidol University.</p> <p>2) Main participants in research talk must be advisors and doctoral students.</p> <p>3) For application, an applicant must submit clear schedules of research talk and lists of</p>	Grant will support refreshments and drinks THB40 each.	At least 15 days before date of research talk.

		<p>participants' names (at least 3 persons).</p> <p>4) After research talk, an applicant must submit lists of participants' names with their signatures and summary report.</p> <p>4) Each advisor and doctoral student can apply for this grant once a month, not more than 12 times a year.</p>		
4	Award for the first student of class who graduates	<p>1) A nominee must be a doctoral student of faculty of physical therapy, Mahidol University. He/she must be the first student of class who graduates according to program's curriculum structure and graduation criteria of faculty of graduate studies. Mahidol University.</p> <p>2) A nominee must graduate within 7 years for those holding bachelor's degree and 5 years for those holding bachelor's degree.</p> <p>3) A nominee must get the cumulative GPA of no less than 3.00.</p> <p>4) Thesis or part of thesis must have been published or accepted in an international academic journal.</p>	THB 10,000each (3 awards a year)	Throughout the year
5	Award for the best publication	<p>1) A nominee must be a doctoral student of faculty of physical therapy, Mahidol University. He/she must publish his/her research in an international academic journal</p>	THB 5,000	Throughout the year

		<p>which is ranked in quartile 1 and has the highest impact factor of the year.</p> <p>2) In the article, the name of the nominee has to be listed as the first author and only the faculty of physical therapy, Mahidol University must be attributed after the first author's name.</p>		
6	Award for the first student of class who publishes	<p>1) A nominee must be a doctoral student of faculty of physical therapy, Mahidol University. He/she must be the first student of class who publishes his/her thesis or its part in an international academic journal listed in the database of Office of the Higher Education Commission.</p> <p>2) In the article, the name of the nominee has to be listed as the first author and only the faculty of physical therapy, Mahidol University must be attributed after the first author's name.</p>	THB 5,000 each (3 awards a year)	Throughout the year
7	Award for the second publication	<p>1) A nominee must be a doctoral student of faculty of physical therapy, Mahidol University. He/she must have the second published work from his/her thesis or its part in an international academic journal.</p> <p>2) The journal must be listed in international databases e.g. ISI,</p>	THB 5,000 each (3 awards a year)	Throughout the year

		<p>or SCOPUS with quartile level and impact factors.</p> <p>3) Thesis or part of thesis must have been published during study period or within 1 year after the university council approves the degree.</p> <p>4) In the article, the name of the nominee has to be listed as the first author and only the faculty of physical therapy, Mahidol University must be attributed after the first author's name.</p>		
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For scholarships and awards from faculty of graduate studies and outside sources, students can visit website of Faculty of Graduate Studies, Mahidol University as <http://www.grad.mahidol.ac.th/en/scholarships/>.

#### 4. Contact persons

- **Ph.D. Program Director**

Asst.Prof.Dr. Saipin Prasertsukdee

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- **Graduate Education Staff**

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- **Research and innovations officers**

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- **Computer technique officer**

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- **Place and building officer**

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Appendix I

PhD Timeline

Term/Year of Enrollment: .....

Student Name: .....

Major Advisor: .....

	Finish <u>Core</u> Courses	Finish Overall Courses	Pass English Exam ■■■■■■■■ (must pass before QE)	Take QE	Attend Proposal/Thesis Writing Workshop ■■■■■■■■■■■■■■■■■■■■ (must finish before proposal presentation)	Present Proposal	Submit IRB	Collect Data	Analyze Data	Submit Manuscript ■■■■■■■■■■■■■■■■■■■■ (must submit before dissertation defense)	Present Dissertation
Expected Date											
Completed Date											
Reasons when not completed as expected											

Signature of Student ..... Date .....

Signature of Major advisor ..... Date .....

Signature of Program Director ..... Date .....

\*\*\*The original must be sent to the program director. Two additional copies are kept by the student and major advisor for tracking the student's timeline

\*\*\*This academic timeline will be revised when some academic activities do not follow the expected timeline and needed to rewrite the new timeline with the agreement of major advisor.



## Appendix II

## Evaluation form

## Qualifying Examination for PhD PT Student

Evaluated item:

( ) Conceptual framework or theory

( ) Knowledge

( ) Measurement and evaluation

( ) Research Methodology/Statistics

Part One: Written Exam Evaluation

Evaluated Items	Criteria			Converted Score
	Need Improved (<75%)	Meet Expectation (75-85%)	Excellent (86-100%)	
Answer clearly with extensive references (30)				
Integrate knowledge comprehensively (30)				
Provide justification in answering the questions (25)				
Use competent English for written exam (15)				
			***Total Score	

(number) indicates weight of evaluated item

\*\*\*The PhD student needs to attain at least 75% by every QE committee for passing QE

Part Two: Oral Exam Evaluation

Evaluated Items	Criteria			Converted Score
	Need Improved (<75%)	Meet Expectation (75-85%)	Excellent (86-100%)	
Answer clearly with extensive references (30)				
Integrate knowledge comprehensively (30)				
Provide justification in answering the questions (25)				
Use competent English for oral exam (15)				
			***Total Score	

(number) indicates weight of evaluated item

\*\*\*The PhD student needs to attain at least 75% by every QE committee for passing QE

Student's name .....

Committee's name .....

Committee's signature .....

Date of evaluation.....

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Appendix III

Scoring Sheet for Public Presentation (Lunch Seminar)

Date.....

Presenter (PhD Student).....

Evaluated Items	Most Agreement	Much Agreement	Fair	Little Agreement	Least Agreement
	5	4	3	2	1
1. The student presents with appropriate media					
2. The student presents with contents that are easy to understand					
3. The student presents with competent English					
4. The student can appropriately answer					

Average Scores .....

Evaluator .....