

PH.D. PROGRAM

SCHOOL OF PUBLIC POLICY

OREGON STATE UNIVERSITY

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PROGRAM OVERVIEW

Oregon State University offers the Ph.D. in Public Policy to graduate students interested in the study and practice of policy. Graduates of the Ph.D. in Public Policy program will have the capacity to shape the future direction of public policy, participate in original public policy research and analysis, and train the next generation of teachers and researchers for programs in public policy and related social sciences. Program graduates will also be qualified to be leaders in the public and non-governmental sectors.

To successfully complete the program, students entering with an MPP degree (or equivalent) will be expected to take courses, pass exams, complete a dissertation, and teach as follows:

- Coursework will include an established core of research methods and theory, courses in an area of concentration, and elective courses. Most students will complete coursework by the end of year two.
- Students must complete a written preliminary exam (covering theory, methods, and the student's substantive concentration area) and an oral preliminary exam. These exams will be developed and assessed by the student's dissertation committee. Most students will complete the preliminary exams by the end of year two. The student will become a doctoral candidate upon completion of required course credits and the preliminary exams.
- Students will write a dissertation proposal to be defended in front of their committee. After successfully defending the dissertation proposal, the student will research and write a doctoral dissertation, which will be submitted for oral defense in front of the student's committee. With all other degree requirements fulfilled, the student will be awarded the Ph.D. upon successful defense and submission of the dissertation. Most students will complete this requirement by the end of year four.
- Students will also fulfill a teaching requirement, which can include classroom instruction or related activities.

Through successful completion of the Public Policy Ph.D. program, students will graduate with:

- The ability to conduct original policy research that extends the knowledge of both policy and other social science disciplines. This will be demonstrated through mastery and application of critical thinking, and application of standard and innovative policy theory and methods in both coursework and an individual research project.
- Substantive knowledge in an area of concentration that allows for immediate immersion in a relevant policy arena.
- Skills and experience in teaching and/or public scholarship. This will be demonstrated through university teaching assignments, development and implementation of community

outreach/training programs and professional development seminars, and/or presentations at professional conferences.

- Knowledge of ethical standards and practices in public policy research, teaching, and service. This will be accomplished through participation and training in research methods courses, professional development seminars, and core courses in public policy and administration.

COURSEWORK

Coursework in the Public Policy Ph.D. program is directed toward two goals: to provide a strong foundation in the theory and methodology that are central to public policy scholarship; and to develop expertise in an area of concentration. To this end, the curriculum encompasses the following areas:

Courses	Credits
Advanced Theory	12
Advanced Methods	14
Area of Concentration	16
Responsible Conduct of Research	1
Dissertation Research	36
Discretionary*	41
TOTAL CREDITS REQUIRED	120
<i>*Discretionary credits may include:</i>	
MPP or Equivalent Degree	Up to 22.5
Professional Practicum	Up to 12
Electives (additional theory, methods, or area of concentration)	Variable
Additional dissertation research	Variable

Most students will complete the required coursework by the end of year two.

REQUIRED COURSES

Required components of the course of study include:

ADVANCED THEORY

At least 12 credits of advanced theory courses are required for the program. The objective of these courses is to provide a body of theoretical knowledge that informs research and analysis in public policy. Two core courses, required of all Ph.D. students, will draw from important theoretical frameworks within the three disciplines of the School, to be divided into the following two general categories: economic theory for public policy and social/political theory for public policy. These courses are:

- Public Policy Theory (PPOL 512; 4 credits)
- Advanced Theory I (PPOL 613; 4 credits)
- Advanced Theory II (PPOL 614; 4 credits)

An additional 3 credits of advanced theory coursework are required. Students may choose which course(s) to take, but they must be drawn from a list of pre-approved courses or approved by the student's dissertation committee chair.

ADVANCED METHODS

At least 14 credits of advanced methods courses are required for the program. Two required courses, totaling eight credits, and required of all Ph.D. students, will draw from qualitative and quantitative methodologies, as practiced in modern policy scholarship. These courses are:

- Advanced Qualitative Methods (PPOL 628; 4 credits)
- Advanced Quantitative Methods (PPOL 621; 4 credits) –OR– Advanced Policy Analysis (PPOL 622; 4 credits)

The purpose of Advanced Qualitative Research Design and Methodology is to provide a body of knowledge on qualitative approaches to policy research. Upon completion of this course, students will have an understanding of leading qualitative data collection and analysis methods, including their relative strengths and limitations when applied to policy research. The course will allow students to interpret and critically review published qualitative scholarship in the social sciences.

The purpose of Advanced Quantitative Research Design and Methodology is to teach students the uses and limitations of quantitative analysis in policy research. Upon completion of this course, students will understand quantitative data structures and the methods for their collection, as well as their advantages and limitations in addressing policy questions. They will be familiar with leading techniques to estimate and infer causal effects of policies and other factors on outcomes of interest.

Six additional credits of methods training are required. Students may choose which courses, to take, but these courses must be drawn from a list of pre-approved courses, or approved by the student's dissertation committee chair.

AREA OF CONCENTRATION

- A minimum of 16 credits in a single area of concentration. The areas of concentration include: Energy Policy; Environmental Policy; International Policy; Law, Crime, and Policy; Rural Policy; Science and Technology Policy; and Social Policy. Courses must be drawn from a list of pre-approved courses, or approved by petition to the student's dissertation committee chair.

RESPONSIBLE CONDUCT OF RESEARCH

- PPOL 507-Professional Development Seminar for PhD students, CITI Training, or IST 520 (Responsible Conduct of Research) or equivalent (1 credit)

DISSERTATION RESEARCH

- Students are required to take at least 36 credits of dissertation research, but more dissertation research credits can be applied to the degree but not on the program of study.

DISCRETIONARY/ADDITIONAL CREDITS

The minimum course requirements outlined above total 79 credits. Students must complete an additional 41 credits to complete the total required 120 credits, consisting of the following options:

MASTER OF PUBLIC POLICY OR EQUIVALENT DEGREE

- Up to 22.5 credits of relevant coursework from a previous Master's degree can be applied to the Ph.D., with the approval of the program director and dissertation committee chair. For graduate work that did not culminate with a degree, additional credits may be included in the program of study, with the approval of the program director and dissertation committee chair. [Note: a 3 credit semester course is equivalent to 4.5 credits of quarter credits]

PROFESSIONAL PRACTICUM

- Students are encouraged to complete a professional practicum at a policy-relevant institution. This placement should include a mentoring relationship with a current practitioner. The practicum may include relevant work, approved by the dissertation committee, in a government agency, a non-profit organization, the OSU Public Policy Laboratory, or another organization. Students may receive up to 12 credits for completion of a professional practicum during their time in the Ph.D. program. The content and performance benchmarks for the practicum must be approved by the program director and the dissertation committee.

ELECTIVES

- Electives can include additional graduate-level credits in theory, methods, or the area of concentration. They may also include courses, relevant to pursuit of the degree, from other departments and programs at Oregon State University, or at other institutions. All elective courses applied to the program of study must be approved by the program director and the dissertation committee.

DISSERTATION RESEARCH

- Students may take additional dissertation research credits, beyond the 36 credits required for the program.

ADDITIONAL REQUIREMENTS

For students entering the Ph.D. program with a Masters degree from an external program that does not meet the requirements of the School of Public Policy's MPP, fulfillment of some MPP courses may be required. These additional requirements will be determined on a case by case basis upon admission into the program.

The core requirements of the OSU MPP are:

- ECON 524 (Introduction to Econometrics – 4 credits)
- ECON 539 (Public Policy Analysis – 4 credits)

- PPOL 512 (Public Policy Theory – 4 credits)
- PPOL 511 (Public Organizations and Leadership – 4 credits)
- PPOL 521 (Understanding Social Research – 4 credits)
- PPOL 522 (Conducting Social Research – 4 credits)
- PPOL 523 (Qualitative Methods – 4 credits)
- PPOL 524 (Applied Research Methods – 4 credits)

ADVANCEMENT TO CANDIDACY

PROGRAM OF STUDY

A program of study describing the courses that have been and will be taken to satisfy the requirements of the Ph.D. degree is required of all students and must be signed by all committee members and submitted to the Graduate School at least six weeks prior to the oral component of the preliminary examination. No course with a grade lower than B- may be counted toward the program of study, and the entire program of study must have a GPA of at least 3.0.

PRELIMINARY EXAMINATION

Students must pass a written preliminary exam and an oral preliminary exam. The written exam consists of multiple questions. Questions are designed to assess the student's knowledge on the following topics: theory in public policy, methods in public policy, and the student's substantive concentration area. Questions will be designed to address the body of knowledge students are expected to attain in the core curriculum, along with the application of theory and methods to the student's substantive area of research. The question on the substantive concentration area will involve a comprehensive overview of the field, and will include a discussion of current controversies, issues, opposing points of view, and gaps in the literature. Exams will be developed and assessed by the student's committee. Students will have from one week (domestic students) to two weeks (international students) to answer the questions, and may retake the written preliminary exam, or any section(s) thereof, once.

Once the written preliminary exam has been passed, the committee will then orally examine students as required by, and in the manner described by, the University. Oral preliminary examinations typically last two hours. Students should be prepared to answer questions related to content in their written preliminary exams and prior coursework. The oral preliminary exam may be retaken once.

The purpose of the preliminary examination is for a student to master the literature in a defined policy subfield of their interest and to have a solid understanding of theories and methods used in research on public policy more generally. Passing the preliminary examination means that it is reasonable for the student to claim a degree of expertise. More specifically, a student should be able to accurately describe the contents of materials they have read, explain the relationship between different pieces of research, and discuss what the outstanding research questions are in the exam field.

The preliminary exam should be taken after completing the required number of credits in theory, methods, and the area of concentration. Most students will complete the preliminary exam by the end of their second year. Students may enroll in thesis credits while completing their written preliminary exam.

DISSERTATION

DISSERTATION PROPOSAL

After reaching candidacy, the student must submit a proposal to be defended in front of the graduate committee. The proposal should be a detailed outline of the dissertation topic, and must contain the following elements:

1. A research question and discussion of its importance.
2. A comprehensive literature review (which may be an extension of the concentration paper) that identifies major literatures and the gaps in these literatures that the student intends to address with the research question.
3. A theoretical framework the student intends to use to address the research question.
4. The methodological approach the student intends to take and how the student intends to collect and analyze the data.
5. Preliminary ideas on the contribution of the research to a substantive policy area and/or academic field.
6. A timeline that outlines rough dates for the completion of each stage of research.

WRITTEN DISSERTATION

The Ph.D. student must produce a dissertation that is substantial in breadth and depth of analysis within a policy area. Given the interdisciplinary approach of the School of Public Policy, and alternative presentations of dissertations within the three academic fields represented in the School (Sociology, Political Science and Economics), students have the option to produce either a (book) manuscript or *three* stand-alone papers for the final dissertation. Regardless of the format, the following general criteria apply:

1. The work must be original and innovative. It must offer a novel contribution to a policy area or academic field displayed either by the discovery of new empirical facts or by the demonstration of innovative theoretical analysis.
2. The work must be of high quality, meaning that the committee considers the work to be of publishable quality.

3. If three stand-alone papers is the format chosen, the student must write a substantive introduction that links the three papers to a broad policy/literature, as well as a conclusion chapter that summarizes the student's main contributions to this policy/literature.

DISSERTATION DEFENSE

The oral defense of the written dissertation must occur no later than 5 years after the completion of the preliminary exams. Before the final defense of the dissertation, several deadlines must be met in accordance with Graduate School regulations. At least 15 weeks before the final oral defense of the dissertation, students must submit a diploma application form to the Graduate School. This should not be done until all committee members are satisfied that the Ph.D. student has fulfilled the above requirements for the written dissertation. At least 2 weeks before the final oral defense, the candidate must do the following:

1. Schedule the exam by submitting the online exam scheduling form to the Graduate School.
2. Submit pre-text pages to the Graduate School.
3. Give the dissertation to every member on the committee.

Upon the oral defense of the dissertation, the candidate's committee will decide whether the student shall pass or fail. A candidate who fails will be allowed one attempt to retake the final defense. If the candidate passes, any suggested revisions must be made to the dissertation before it can be submitted to the Graduate School. If revisions are required, the final copy of the dissertation should be submitted to the Graduate School within 6 weeks after the exam or before the first day of the following term, *whichever comes first*, to avoid having to register for a minimum of three graduate credits.

TEACHING

Students will be required to engage in teaching as part of their Ph.D. program. This requirement is broadly defined and may include:

- Serving as a course instructor at Oregon State University or another institution
- Serving as a teaching assistant with classroom instruction duties
- Conducting policy-relevant training programs or workshops; this work can be part of the professional practicum.
- Other applicable experience approved by the student's committee.

The fulfillment of this requirement must be approved by the student's dissertation committee chair.

STUDENT PROGRESS

ANNUAL REVIEWS

Students in the Ph.D. program must demonstrate continuing progress through the degree program, with a limit of seven years of full-time enrollment from admission to complete the degree requirements. Students are required to maintain a 3.0 cumulative GPA and a 3.0 GPA in their program of study. If a student earns more than one grade below B in any course included on his or her program of study, the student's academic performance will be examined by the student's committee chair and the Graduate Program Executive Committee to determine if the student may continue in the program or be dropped for academic deficiency. Two consecutive quarters of less than 3.0 will result in immediate termination from the program, regardless of cumulative GPA.

Progress will be monitored by means of an annual review. Students will submit information on the following to their committee chairs:

- GPA – must maintain a 3.0 per term and cumulative; note any courses with grade lower than B
- Program of study – submission by spring term of year one
- Coursework – list core, concentration, and elective courses completed
- Exams – planned date, or date of completion of comprehensive and preliminary exams
- Dissertation proposal – planned or completed date of proposal defense
- Dissertation – satisfactory progress of research and writing
- GRA/GTA responsibilities – performance of assigned duties
- Teaching – date of fulfillment of requirement
- Conference or seminar presentations – name and date of conference or seminar, title of paper
- Publishing – title of paper, name of journal, publication date, submission dates
- Service – committees, student governance, etc.
- Incomplete grades must be resolved within the quarter following the quarter in which the incomplete grade occurred; incomplete courses in fall quarter must be completed the following winter quarter. Students who are carrying incomplete grades in more than one course will not be allowed to enroll in new course work until the incomplete course work is finished.

SUGGESTED TIMELINE

A suggested timeline for completing the Ph.D. follows. This timeline should serve as a rough guide for meeting program requirements, with X's representing reasonable windows for completing each requirement. For exact deadlines, students should consult the requirement descriptions above. This timeline assumes that a student enters with an MPP degree or equivalent.

Suggested timeline for completion of OSU Public Policy Ph.D.																	
	Y1				Y2				Y3				Y4				Y5+
	F	W	S	SU													
Guaranteed funding	x	x	x	x	x	x	x	x	x	x	x	x					
Form committee	x	x															
Advanced theory courses	x	x	x	x	x	x	x	x									
Advance methods courses	x	x	x	x	x	x	x	x									
Concentration area courses	x	x	x	x	x	x	x	x									
Other coursework	x	x	x	x	x	x	x	x									
Preliminary exam (written & oral)						x	x	x	x								
Dissertation proposal defense							x	x	x	x							
Teaching									x	x	x	x	x	x	x	x	x
Dissertation data collection and research							x	x	x	x	x	x	x				
Dissertation writing									x	x	x	x	x	x	x	x	x
Dissertation defense and deposit														x	x	x	x
Job market preparation													x	x	x	x	x

COMMITTEES

Committees for Ph.D. students will consist of a minimum of five members. The committee chair and at least one other committee member must be faculty in the School of Public Policy. All committee members must be approved faculty in the Public Policy graduate program, with the exception of one member who will serve as a Graduate Council Representative. Faculty from other institutions, including non-academic agencies and organizations, may serve on Ph.D. committees.

ADVISING AND MENTORING

Committee chairs are expected to serve as both advisors and mentors to their Ph.D. students, with the objective of helping students to develop their professional skills and opportunities.

ROLE AND RESPONSIBILITIES OF COMMITTEE CHAIRS

- Committee chairs are normally expected to see their students at least twice per term. They will help students plan their coursework, and provide advice on the dissertation proposal and research plan, stages of progress, feasibility and standard of research, and use of time throughout the research.

- Committee chairs should advise students of faculty and courses in their area of interest, funding opportunities, and other professional development activities. They should encourage and assist students in pursuing opportunities to publish and to present conference papers.
- Committee chairs should advise students on entering the job market (e.g., preparation of application materials).

ROLE AND RESPONSIBILITIES OF STUDENTS

- Students should meet their committee chairs regularly, at least twice per term. It is the student's responsibility to maintain contact with committee chairs.
- Students should submit written work regularly to their committee chairs, normally at least two weeks before meetings, to allow time for reading.
- Students can petition to change committee membership at any time (with the approval of the Public Policy Graduate Program Director).
- Students should first discuss any problems they are encountering with their committee chair, including, if relevant, those of the working relationship with the committee chair. If this proves difficult, students should discuss problems with the Graduate Program Director. Students are entitled to take any problems to the Director of the School of Public Policy or the Dean of the Graduate School.

RESIDENCY

For the doctoral degree, the residence requirement consists of two parts:

1. A minimum of 36 graduate Oregon State University credits must be completed; and
2. The student must spend at least three terms of full-time graduate academic work (at least 9 credits per term) on campus or at an off-campus site approved by the Graduate School. The latter requirement of three terms of full-time enrollment does not have to take place in consecutive terms.

Adequate fulfillment of the residence requirement shall be determined by the Graduate School.

CONTINUOUS ENROLLMENT

Graduate students must register for a minimum of 3 graduate credits every term (Summer term is excluded) until their degree is granted. Students may apply for a leave of absence, which must be approved by the Public Policy Graduate Program Director.

PhD in Public Policy

Satisfactory Academic Progress Policy

January 18, 2018

Note: The following complies with Graduate School Policies and Procedures and the Public Policy PhD Handbook concerning **Satisfactory Academic Progress** toward the PhD in Public Policy. Exceptions to policy must be made in writing by the Graduate Director in consultation with Program Committee Chairs and when appropriate, with approval of the OSU Graduate School.

The OSU Graduate Catalog indicates that a student may be dismissed from the Graduate School for "...failing to make satisfactory progress toward an academic degree, as determined by a major department or the Graduate School...." The catalog indicates that satisfactory progress includes maintaining a GPA of 3.00 or better for all courses taken as a graduate student and for courses included in the graduate program, meeting departmental requirements, and participating in a creative activity such as the PhD dissertation. The PhD Handbook also states that to maintain satisfactory academic progress: "Incomplete grades must be resolved within the quarter following the quarter in which the incomplete grade occurred; incomplete courses in fall quarter must be completed the following winter quarter. Students who are carrying incomplete grades in more than one course will not be allowed to enroll in new course work until the incomplete course work is finished."

Doctoral students matriculated Fall 2016 and later have 9 years to finish the degree program.

Year 1

<i>Fall Quarter</i>	Discuss your goals, expectations and required prerequisites and core coursework with the Graduate Director.
	Enroll in required prerequisites and core coursework.
	Complete FERPA, IRB and Diversity Training (Professional Development Seminar).
	Complete and submit an Individual Development Plan to the Graduate Director; update annually and submit to your committee chair.
	Maintain a cumulative 3.0 GPA with no course grades below B minus.
	Continuous enrollment policy required.

<i>Winter Quarter</i>	Enroll in required prerequisites and core coursework.
	Maintain a cumulative 3.0 GPA with no course grades below B minus.
	Continuous enrollment policy required.
<i>Spring Quarter</i>	Enroll in required prerequisites and core coursework.
	Maintain a cumulative 3.0 GPA with no course grades below B minus.
	Continuous enrollment policy required.

Year 2

<i>Fall Quarter</i>	Select program committee members, chair and Graduate Council Representative (5 members total).
	Meet with your program committee to create a program of study; take to the meeting the Doctoral Program Checklist, all transcripts, list of eligible transfer credits, transfer form, your program curriculum checklist, Program of Study Draft, general overview of planned dissertation research topic(s), and Individual Development Plan. Doctoral programs of study must be submitted before the end of the fifth term.
	Enroll in required prerequisites and core coursework.
	Maintain a cumulative 3.0 GPA with no course grades below B minus.
	Continuous enrollment policy required.
<i>Winter Quarter</i>	Enroll in required prerequisites and core coursework.
	Maintain a cumulative 3.0 GPA with no course grades below B minus.
	Continuous enrollment policy required
	Begin meeting with program committee members for preliminary examination reading list.

<i>Spring Quarter</i>	
	Enroll in required prerequisites and core coursework.
	Maintain a cumulative 3.0 GPA with no course grades below B minus.
	Continuous enrollment policy required.
	Begin meeting with program committee members for preliminary examination reading list.
	If preliminary written and oral exam scheduled with required core coursework completed, 6 weeks before oral examination submit revised program of study to the Graduate School for audit. At least 2 weeks before final oral exam use Online Scheduling Form. Schedule written exam before the oral exam with the program committee (1 week for domestic students and 2 weeks for international students if needed).
	Satisfactory academic progress: Written and oral preliminary exams passed unanimously or with 1 dissenting vote. Unsatisfactory academic progress: Failed preliminary exams (2 or more dissenting votes) can result in termination from the program or allowing 1 additional attempt to pass exams at the discretion of the committee.
Within in 1 quarter (3 months) of passing preliminary exams, a dissertation proposal meeting must be scheduled with the program committee.	

Year 3

<i>Fall Quarter</i>	Meet with program committee members for preliminary examination reading list.
	Preliminary written and oral exam to be taken Fall Quarter. Six weeks before oral examination submit revised program of study to the Graduate School for audit. At least 2 weeks before final oral exam use Online Scheduling Form. Schedule written exam before the oral exam with the program committee (1 week for domestic students and 2 weeks for international students if needed).
	Satisfactory academic progress: Written and oral preliminary exams passed unanimously or with 1 dissenting vote. Unsatisfactory academic progress:

	Failed preliminary exams (2 or more dissenting votes) can result in termination from the program or allowing 1 additional attempt to pass exams at the discretion of the committee with at least 1 term elapsed.
	Within in 1 quarter (3 months) of passing preliminary exams, a dissertation proposal meeting must be scheduled with the program committee.
	Satisfactory progress is made on dissertation data collection, analysis and writing (program committee evaluates).
	Continuous enrollment policy required.
<i>Winter Quarter</i>	Satisfactory progress is made on dissertation data collection, analysis and writing (program committee evaluates).
	Continuous enrollment policy required.
<i>Spring Quarter</i>	Satisfactory progress is made on dissertation data collection, analysis and writing (program committee evaluates).
	Continuous enrollment policy required.
	If dissertation defense, at least 2 weeks before final oral examination: use online form to schedule final oral examination; distribute a defendable copy of dissertation to program committee at least 2 weeks before the defense; submit pre-text pages of dissertation to the Graduate School.
	Satisfactory academic progress: Final oral exam passed unanimously or with 1 dissenting vote. Final dissertation copy sent to Scholars Archive within 6 weeks of defense date. Unsatisfactory academic progress: Failed final oral exam (2 or more dissenting votes) can result in termination from the program or allowing 1 additional attempt to pass exams at the discretion of the committee. At least 1 term must elapse between the first and second attempt (if allowed).

Year 4+ (if necessary)

	Satisfactory progress is made on dissertation data collection, analysis and writing (program committee evaluates).
	Continuous enrollment policy required.
	If dissertation defense, at least 2 weeks before final oral examination: use online form to schedule final oral examination; distribute a defensible copy of dissertation to program committee at least 2 weeks before the defense; submit pre-text pages of dissertation to the Graduate School.
	Satisfactory academic progress: Final oral exam passed unanimously or with 1 dissenting vote. Final dissertation copy sent to Scholars Archive within 6 weeks of defense date. Unsatisfactory academic progress: Failed final oral exam (2 or more dissenting votes) can result in termination from the program or allowing 1 additional attempt to pass exams at the discretion of the committee. At least 1 term must elapse between the first and second attempt (if allowed).
	NOTE: Graduate Council Policy states “the final oral examination must be taken within five years after the oral preliminary examination. If more than five years elapse, the candidate will be required to take another oral preliminary examination.”