

EUROPEAN GRADUATE SCHOOL

EGS

DOCTORAL PROGRAM IN EXPRESSIVE ARTS:
THERAPY, EDUCATION, CONSULTING

HANDBOOK



European Graduate School EGS
Alter Kehr 20 CH-3953 Leuk-Stadt Switzerland
phone +41 (0)27-474 99 17 / fax +41 (0)27-474 99 69
Email administration@egs.edu Internet expressivearts.egs.edu

C O N T E N T S

- 1) Introduction
- 2) Structure of the Doctoral Program as a Whole
- 3) Admission Requirements
- 4) Requirements for the Completion of the Certificate of Advanced Graduate Study (CAGS)
- 5) The Qualifying Paper for Advancement to Doctoral Candidacy
- 6) Structure of the Candidacy Phase of Doctoral Studies
- 7) The Dissertation Proposal
- 8) Supervisors, Dissertation Readers, the Doctoral Committee, the Examining Committee and the Doctoral Program Council
- 9) Assistantships and Scholarships for the Doctoral Program
- 10) Fees and Other Administrative Information
- 11) Faculty

1. INTRODUCTION

The doctoral program in Expressive Arts is designed to further training and research in the therapeutic, consultative and educational use of the arts and in the relationship of the arts to social change. The program encourages students to take seriously the traditions and disciplines of the arts as they have evolved over the course of human history. In all societies up to the present, the arts have played an essential role in enabling human beings to make sense of their world, to live with suffering when necessary and to be able to celebrate the joy of life. The arts have also played a role in struggles for freedom and have served as a voice of protest against illegitimate authority.

Aristotle speaks of three kinds of knowing: *Theoria*, knowing by observing, *Praxis*, knowing by doing, and *Poiesis*, knowing by making. The doctoral program in Expressive Arts seeks to restore confidence in *Poiesis*, the knowing that comes from the human capacity to shape both self and world. Training and research at EGS are based on that capacity and encourage students to take responsibility for shaping their development as learners.

2. STRUCTURE OF THE PROGRAM

The doctoral program in Expressive Arts combines two Summer residential trainings at EGS leading to a Certificate of Advanced Graduate Studies (CAGS) with individualized dissertation research in the student's home country. The Summer training is conducted in English; dissertations can be written in English, German or French if suitable advisors can be found. The degree of Doctor of Philosophy given by EGS is accredited by the Canton Wallis, Switzerland.

The CAGS is designed as a self-sufficient unit. Students may choose to enroll in the CAGS without intending to go on to achieve the Ph.D. degree. However, for those students who wish to go on to achieve the Ph.D., the successful completion of the CAGS is a prerequisite for advancement to doctoral candidacy and the writing of the dissertation.

The doctoral program consists of two parts:

Part One is the Qualifying Period, in which the student completes the CAGS requirements and writes a qualifying paper. If the qualifying paper is accepted, the student can proceed to Doctoral Candidacy.

Part Two is the Candidacy Period, in which the student, with the help of their Supervisor, establishes their Doctoral Committee and writes their dissertation. The Doctoral Committee must approve the Dissertation Proposal.

When the dissertation is completed and accepted by the Committee, the Doctoral Examination and Defense will take place. Upon successful completion of the Doctoral Defense, the student will be awarded the degree of Doctor of Philosophy (Ph.D.). The degree will be formally conferred during the Summer school subsequent upon the completion of the Defense. Students are encouraged to attend the ceremony of conferral of the degree and to celebrate the occasion.

3. ADMISSION REQUIREMENTS

Applicants to the CAGS program must give evidence of a graduate or terminal degree from a regionally-accredited graduate school with a concentration in or closely related to the expressive arts. Experienced professionals with a graduate degree in another field will also be considered, depending on their qualifications. All applicants must have an interview in person or by phone with a designated staff member of EGS.

Students admitted into the CAGS program will be considered to be in the Qualifying Phase of doctoral studies. CAGS students should be aware that completion of their studies for the CAGS does not bring an automatic acceptance into the Candidacy Phase of the doctoral program. In addition, students must present an evaluation of "good" or better in the Qualifying Paper and a recommendation from their Faculty Advisor at EGS for advancement to doctoral candidacy. It is also possible to pursue studies for the CAGS and to apply for doctoral candidacy at a later date.

4. REQUIREMENTS FOR COMPLETION OF THE CAGS PROGRAM

4.1. Field Study Projects

Auditing a Seminar given by a leader in the field.

It is important to study a role model in practice. The seminar should be at least a weekend long. After the seminar the student should have a one-and-a-half hour interview with the faculty. Preparation through the study of the publications of the teacher is required. The seminar leader will receive an honorarium of 200 CHF from EGS for the interview. After the seminar, the student should send a report to their faculty advisor.

4.2. Study and response to a significant publication in the field.

The study of one of the published writings in the field of the expressive arts will be the basis of a written response by the student. The selection of the work studied must be approved by the student's supervisor. The response should be sent to the faculty advisor for further discussion and evaluation.

4.3. Internship

Teaching EXA for at least 36 hours.

Supervision of the internship is mandatory and should preferably be taken from a supervisor who is an Expressive Arts Supervisor, Therapist, Educator or Consultant. The minimum requirement of supervision is three sessions.

4.4 Lecture Project Requirement of a paper

Public lecture or presentation of a paper on the Expressive Arts

It is important to represent the field of the Expressive Arts eloquently in public to enhance one's own ability as a teacher. We also consider an in-service presentation as public. The lecture has to be sent to the EGS faculty advisor after presentation.

Defense of the Lecture Project

In a phone call, in person or through Internet, the paper has to be defended in a discourse with the EGS faculty advisor. The quality of the discourse is important in fulfilling the requirement.

4.5. Time-Frames for the CAGS Program

One month before summer school IMC 2, the student must show documented evidence to his/her advisor of having completed the CAGS requirements, if they are to be assured of receiving the certificate at graduation. If students do not complete the CAGS requirements before the second session, they may do so within the following year. Beyond that time-frame, a fee of 500 CHF will be charged per year for maintaining status. All requirements must be completed within 3 years after completing IMC 2.

5. GUIDELINES FOR THE QUALIFYING PAPER

5.1. The qualifying paper consists of one or more essays based on questions put to the student by his/her faculty advisor.

- 5.2.** The essays should total no less than 15 and no more than 30 typewritten pages.
- 5.3.** The essays should show an ability to think clearly and coherently and to write well.
- 5.4.** The essays should explore options for further research.
- 5.5.** The essays will be evaluated by the student's faculty advisor, in order to judge the student's ability to do doctoral work.
- 5.6.** The essays must be accepted, i.e., evaluated as good or better, in order for the student to proceed to doctoral candidacy.
- 5.7.** If the essays are not accepted, the student may ask for an opportunity to re-write them.
- 5.8.** If the essays are still not accepted, the student may appeal for a second reader. The second reader will be from the list of faculty members at the end of this handbook.
- 5.9.** If both the student's faculty advisor and the second reader do not accept the qualifying paper, the student cannot proceed to doctoral candidacy.
- 5.10.** The fee for application for doctoral candidacy is 900 CHF. This fee must be paid before the qualifying paper is presented to the student's faculty advisor.

6. STRUCTURE OF THE CANDIDACY PERIOD

During Phase I, admitted doctoral candidates will establish their Doctoral Committee with the help of the faculty advisor.

Phase I is successfully completed when the Doctoral Committee has approved the completion of the Dissertation Proposal.

Phase II is dedicated to the dissertation and is completed when the dissertation is accepted by the First and Second Reader, and the Doctoral Program Council approves advancement to the Doctoral Examination and Defense.

The Doctoral Examination and Defense conclude the degree program.

6.1. Completion of Phase I:

The request for the start of Phase II must be directed to the Dean in writing and be approved by the Chairperson of the DPC. It must include:

- * A resume in outline form; the Dissertation Proposal, including a preliminary title of the dissertation; a recommendation by the supervisor that indicates his or her approval to the Doctoral Committee and addresses the progress of the doctoral studies;
- * if relevant, a declaration about former attempts to complete doctoral studies and the reason for interruption.
- * The chairperson of the Doctoral Program Council can ask the DPC to review the proposal, if it is not complete, if there are questions about the academic prerequisites, or if the supervisor or dean asks for such a review.

6.2. Completion of the Dissertation (Phase II):

The supervisor asks the chairperson of the Doctoral Program Council to initiate the examination procedure. The following documentation must be available:

- * Two copies of the final dissertation.
- * An affidavit attesting: That the work was done independently; that the text does not infringe on copy-right laws and is free of any plagiarism; that editorial and other personal help is mentioned by name.
- * The suggested members of the Examination Committee must be approved by the dean of the doctoral program.

After a review, the Chair of the DPC will ask the council members via email to approve the Examination Committee. The email should include the Abstract of the dissertation. If a council member wants to read the dissertation, it can be ordered through the EGS office (as electronic data).

7. THE DISSERTATION PROPOSAL

The purpose of the Dissertation Proposal is to demonstrate the relevance of the dissertation topic and the student's competence to undertake the research.

The Dissertation Proposal must be approved by the supervisor and the other members of the Doctoral Committee before the student can commence dissertation research.

The Dissertation Proposal should have the following form:

Working title

- The research question or topic on which the dissertation will focus
- Rationale for the research
- Methodology
- Sketch of outline with some narrative about possible contents
- Projected timeline
- Sample bibliography

Upon approval by the Doctoral Committee, a copy of the Dissertation Proposal must be sent to the Dean of the Doctoral Program, who will forward it for approval of the Chair of the DPC.

8. SUPERVISORS, DISSERTATION READERS, DOCTORAL COMMITTEE, EXAMINATION COMMITTEE AND DOCTORAL PROGRAM COUNCIL

8.1. The Doctoral Program Council:

The Board of EGS appoints the Doctoral Program Council (DPC). The DPC responds to all questions connected to the Doctoral Program at EGS. The DPC decides about the admission of a doctoral student, as well as the examination and graduation procedure. The DPC also has to approve the supervisor (First Reader), Second Reader, other members of the Doctoral Committee and the Examination Committee.

The DPC consists of 5 members. The members are recommended by the Deans of EGS, approved by the Provost and elected by the Board of Trustees. Three members must have had supervisor status in other accredited doctoral programs. All of them must have a terminal degree and teaching experience in higher education. They are elected for 4 years. Reelection is possible. Decisions are made by a simple majority.

8.2. The Doctoral Committee:

A Doctoral Committee (DC) serves the student as an advisory board during Phase II. The DC consists of a supervisor and one or two members. The DC has at least three members including the student. The supervisor is responsible for the advising and is the academic Chair of the committee, while the student convenes the meetings.

8.3. Supervisors:

Supervisors are faculty members of EGS who have experience as supervisor in other accredited Doctoral Programs or have a terminal degree and extensive experience as faculty members in accredited Graduate Schools and in Doctoral Committees.

8.4. Dissertation Readers:

The supervisor is also the First Reader of the dissertation. The Second Reader must meet the same criteria as a supervisor. Second Readers may be from a faculty other than EGS. The supervisor or doctoral student may request a Third Reader who may be a professional who does not meet the criteria of a supervisor but has expertise in the field of study. The supervisor, after consultation with the doctoral student, makes a recommendation for the one or two additional readers. The Doctoral Program Council must approve the readers.

8.5. Evaluation and Acceptance of the Dissertation for the Doctoral

Examination:

The Dissertation Readers give a written evaluation of the dissertation and a

grade: very good

good

satisfactory

unsatisfactory

If the dissertation is of exceptional quality, it may be evaluated with "summa cum laude".

A dissertation is accepted if all evaluations are at least satisfactory.

The Doctoral Program Council will intervene if one reader (not the supervisor) has judged the dissertation to be unsatisfactory. If the dispute cannot be resolved after such an intervention, the council will follow the suggestions of the supervisor for another reader and then form an average of all submitted grades.

The dissertation may also be returned to the candidate for revisions if all readers agree to such a procedure. The suggestions for the revision, however, must be concise and clear. If

two readers have judged the dissertation to be unsatisfactory, the dissertation will be rejected and the examination cannot be taken.

8.6. The Examination Committee:

For each doctoral examination, an Examination Committee (EC) will be elected. The EC consists of the readers and an additional member approved by the Dean of the Doctoral Program. The doctoral candidate may submit suggestions for the additional member. The Doctoral Program Council (DPC) will, whenever possible, follow the suggestions and make the final decision. The DPC will also designate one of the readers as the Chair; usually it will be the supervisor. The Examination Committee will be responsible for the Defense Meeting and will evaluate the outcome. The EC will make the final decision on the grade, taking the readers' evaluations of the dissertation into account. The decision of the EC is final and will be presented to the Doctoral Program Council for referral of the degree to the Rector of EGS.

8.7. The Defense:

The Chairperson of the DPC will announce to the candidate the date of the defense after the dissertation is accepted. The date is determined in consultation with the candidate. The defense must focus on the dissertation and the questions that arise from dissertation-related research. The defense session will start with a short presentation by the candidate that introduces the dissertation research, content and results.

The defense is convened by the Chairperson of the Examination Committee, who also designates the taker of the minutes. The session will normally not last longer than two hours, and the presentation by the candidate must be within a time-frame of 20 minutes. The defense is public.

8.8. Examination Results:

The Examination Committee will decide the outcome immediately after the defense in a non-public meeting. The EC will also decide the final qualification. Compared to the defense, the evaluation of the dissertation will have double weight in determining the final qualification.

The defense must be judged to be satisfactory at least. The defense may be repeated if the grade is unsatisfactory and must happen, at the earliest, within three months and, at the latest, by two years after the first attempt. A third attempt is not possible.

The EC will announce the result to the Doctoral Program Council for approval. The Rector will then send a letter of completion to the candidate that includes the final grade.

8.9. Publication of the Dissertation:

The dissertation must be available to the public. To confirm this, the candidate will deliver two bound copies of the dissertation to EGS free of charge. In addition the candidate has to demonstrate that an abstract (approved by the Senior Advisor) has been sent to the relevant publications database. The student must provide EGS with the International Library Code to show that this was done. The abstract must also be uploaded by the candidate to the EGS database.

EGS keeps dissertations on record at EGS. In order to have a student's thesis on record he or she must submit the thesis (in addition to the 2 printed hard copies) on a burned CD-ROM. EGS will only accept your thesis-file in Microsoft Word format, either WinWord 95 (or higher) for Windows or MacWord 5 (or higher) for Mac. Students should submit the thesis in a single file. Students may choose between a minimal "text version" only or a "complete version including scans of pictures". Students also may include their address on the title page and offer a complete illustrated thesis for sale or loan.

EGS plans to store the electronic dissertation file in a dissertation database, which will be accessible to the public. For copyright reasons students will have to give EGS permission to do that. The dissertation should include the following: "I hereby give EGS the right to send the Dissertation file on CD-ROM to people who are interested in my thesis and to download it on the EGS home page."

8.10. Conferral of the Ph. D. Degree:

After the conditions under 8.9., Publication, are met, the degree will be conferred by the Rector.

The doctoral diploma will show the degree title and the evaluation. It will be signed and sealed by EGS.

9. ASSISTANTSHIPS AND SCHOLARSHIPS FOR THE DOCTORAL PROGRAM

9.1. ASSISTANTSHIPS

In rare cases, students may be asked to do assistantships at EGS. The money awarded will be credited toward students' tuition. Assistantships will be based on the needs of the school and the abilities of the student.

9.2. MATCHING GRANTS

A limited amount of money will be available for matching grants. Students can apply for matching grants up to a specified amount. The grants will be awarded on the basis of need and availability of funds. Students must raise the money for the matching grant specifically for this purpose and according to the rules of the "matching grant regulations." A plan should be submitted to the local representative who will send a recommendation to the school for approval.

9.3. SCHOLARSHIPS

Scholarship money toward research projects of interest to the school will be awarded on the basis of merit. Students with outstanding potential for contributing to the field will be recommended for scholarships by their advisor. The amount of the scholarship awarded will depend on the number of students recommended and the financial resources of the institution.

10. FEES*

10.1 Fee Structure

The following fee structure will apply to students admitted after July 20, 2002 (all fees are given in Swiss francs: CHF):

Application and international review:	*CHF	250.-
Registration for two CAGS sessions:	*CHF	700.-
CAGS tuition: (5900 CHF per session)	*CHF	11'800.-
Review and filing fee for CAGS Diploma	*CHF	400.-
Qualifying fee:	*CHF	900.-
Ph.D. Candidacy tuition:	*CHF	11'900.-
Dissertation review and examination fee:	*CHF	1000.-

Travel expenses for meetings with dissertation advisors will be paid by the student; EGS will reimburse the student up to 1600 CHF for such expenses.

***All fees are subject to change in succeeding years.**

10.2 Payment Schedule

The tuition for the Ph.D. Candidacy of the Doctoral Program, is 11'900 CHF. Students cannot be admitted to Candidacy until their qualifying papers are approved and the qualifying fee of 900 CHF has been paid. The tuition for Candidacy can be paid over a three year period. An initial payment of 1000 CHF must be paid with the choice of an approved doctoral supervisor. A second payment of 1000 CHF must accompany submission of the Dissertation Proposal. The remainder of the first payment of 4000 CHF

(2000 CHF) is due one year after the initial payment. Two subsequent payments of 3950 CHF are due each year of the anniversary of the initial payment.

The dissertation review and examination fee is due 60 days before the date of the doctoral exam.

Students whose payments are in arrears will first be sent a letter of reminder. If the fees are still not paid within a thirty-day period, the student will be suspended from the program and must formally reapply. There will be a fee of 500 CHF for re-application. In addition, there will be a fee of 500CHF for each calendar year or part thereof during which the student is formally suspended. Students should be aware that re-admission is not automatic but will depend upon an examination of the circumstances in each individual case.

Students may apply for leaves of absence for compelling personal reasons. If granted a leave of absence (not to exceed one year), the student may suspend tuition payment until the following year. However, the student must pay a maintaining status fee of 500 CHF for that year. Students who wish to leave the program for longer than one year must formally apply for re-admission after that period. During leaves of absence or suspension for non-payment of fees, the resources of EGS, including communication with the student's supervisor, will normally not be available. If there are compelling reasons, the school will entertain individual payment plans that differ from the payment schedule outlined above.

10.3 Time limit for completion of the Ph.D.

Normally students are expected to finish the Ph.D. within a three year period after approval of the dissertation proposal. Students may be granted an extension after that period. A fee of 500 CHF will be charged for each year. The fees for the doctoral program will not change for the student's first five years after the initial payment. After five years, students will be subject to any increase in fees that is currently in effect.

10.4 Change in Doctoral Supervisors

A student may in exceptional circumstances and compelling reasons apply for a change of the doctoral supervisor. The regulations for this procedure are listed below:

Regulations concerning change in Doctoral Advisors

- The first supervisor has to agree with the change
- The new supervisor has to agree to take over the student's dissertation proposal
- The tuition is based on one supervisor and three years of studies. In the case of a change of supervisors, the full fee of the tuition of CHF 11'100.- will have to be charged for the new supervisor. The tuition for the period with the first supervisor will be calculated pro rata. If the student did not use the travel reimbursement quota (CHF 1600.-), it will be transferred to the next supervisor. That may reduce the tuition due for the period passed, depending on the amount paid.
- The change must be approved by the Doctoral Program council. After the student has approval from the second supervisor, a request for change of supervisors must be written to the Council by the student.
- The tuition that is charged for the period passed up to the change will be calculated by the office.
- A change will be effective only after the tuition up to the change is paid and the first pro-rated amount of tuition is received according to the payment schedule in the Handbook

11. FACULTY

Paul Antze, Ph.D., Associate Professor of Social Science, York University, Toronto, Canada,

Sally Atkins, Ed.D., Professor of Human Development & Psychological Counseling, Appalachian State University, USA

Hans-Helmut Decker-Voigt, Ph.D., Professor, Director of the Institute for Music Therapy, Graduate School of Music and Theater, Hamburg, Germany

Roy P. Fairfield, Ph.D., Professor Emeritus, The Graduate School of America and Union Institute, USA

Margo N. Fuchs-Knill, Ph.D., Dean of Masters Studies, Division of Arts, Health and Society, EGS, Switzerland

Paolo Knill, Dr.h.c., Ph.D., Provost EGS, Switzerland, Professor Emeritus, Lesley University, Cambridge, MA, USA;

Jürgen Kriz, Ph.D., Professor, University of Osnabrück, Germany

Ellen Levine, MSW., Ph.D., Dean of Independent Studies and Director of the MAPS program in Expressive Arts and Social Change at EGS, Switzerland

Stephen K. Levine, Ph.D., D.S.Sc., Vice-Provost and Dean of Doctoral Studies, Division of Arts, Health and Society at EGS, Switzerland, Professor Emeritus, York University, Toronto, Canada.

Karel Macha, Ph.D., D.S.Sc., Professor, Karls Universität, Prague, The Czech Republic, and Gustav-Siewerth-Academic, Weilheim, FRG

Wolfgang Mastnak, Dr. phil, Dr. rer. nat., Dr. paed., University of Potsdam, Germany

Sherry Penn, Ph.D., Professor, Union Institute Graduate School, USA

Sophia Reinders, Ph.D. MFT, Adjunct Professor and Doctoral Advisor at California Institute of Integral Studies, CIIS

Wolfgang Schirmacher, Ph.D., Professor, Program Director, Division of Media and Communication at EGS, Switzerland

Mónica Sorín, Ph.D., Professor and Co-Director of the Program in Transdisciplinary Art Therapy and Human Development, Barcelona, Spain

Peter Wanzenried, Ph.D., Professor Emeritus, Pädagogische Hochschule Zürich. Studienleiter ISIS Switzerland