

The Praxis Thesis Stage

There are two options for writing the praxis thesis. Consultation with the Praxis Thesis Committee Chair is recommended in order to strategically plan for these final steps in the DMIN degree program. Detailed information about writing the praxis thesis can be found in the next section.

OPTION ONE

DMIN 554 Praxis Thesis and Conference (4 credit hours: Graded)

In this option, DMIN 554, the student completes the human subjects research or ministry design for the praxis thesis and writes the praxis thesis in one term with the approval of the Praxis Thesis Committee chair. In cases where DMIN 554 is completed in one term, it will be valued at four credit hours and graded.

When the Praxis Thesis is deemed ready for conference, the Praxis Thesis Committee chair will submit the **DMIN Praxis Thesis Form A: Praxis Thesis Readiness for Conference** to the Registrar. The form can be found on the SPST webpage, under the Registrar's tab, under DMin forms, or it can be accessed online at: <http://www.spst.edu/DMIN-Forms>. The committee may suggest topics for discussion at the upcoming praxis thesis conference. Successful completion of the conference is a degree requirement (see deadlines for graduation).

Details of the process for the "Praxis Thesis Conference" are described below. This is a three-hour meeting in which the student and his or her Praxis Thesis Committee discuss and evaluate the completed praxis thesis. At the conclusion of the conference, the chair of the Praxis Thesis Committee will assign a grade for the praxis thesis conference and give to the student (as well as the Registrar) the completed **DMIN Praxis Thesis Form B: Praxis Thesis Conference Evaluation**. **N.B.** Passing the Praxis Thesis Conference is contingent on any needed revisions being completed by a date set by the Praxis Thesis Committee. The Praxis Thesis Committee should indicate on DMIN Praxis Thesis Form B whether the praxis thesis conference warrants a notation of Fail, Pass or Pass with Distinction. (The title of the thesis is entered onto the student's transcript under DMIN 554 Praxis Thesis Conference. If warranted, a notation of pass with distinction is indicated on the student transcript as well. **N.B.** A student may not earn a Pass with Distinction during a second Praxis Thesis Conference.)

At the end of the Praxis Thesis Conference, the Praxis Thesis Committee will complete the **DMin Form C: Summative Assessment**. After it is discussed, signed and dated, the chair of the Praxis Thesis Committee will give the form to the Assessment and Compliance Coordinator, who will provide the student with a digital copy and forward a copy to the registrar.

If the student fails his or her conference with a grade lower than B-, there can be a second, final attempt to schedule a Praxis Thesis Conference. To do this, the student should register for **DMIN 556 Praxis Thesis Conference** the following term and address the issues raised in the initial conference. **NB:** A student may not earn a Pass with Distinction during a second Praxis Thesis Conference.

OPTION TWO

DMIN 555a Praxis Thesis Writing (1 credit hour; Credit/No Credit)

After the successful completion of the DMIN 552 Praxis Thesis Proposal Conference, most students register to take DMIN 555a the following term. DMIN 555a and b are normally taken in two sequential terms. DMIN 555A is part one of the final phase of the DMin program, in which the student conceives a ministry design or tests a model of ministry in a specific setting and begins to write the praxis thesis, a written report that explicates the context, theory, and practice of the student's ministry design or tested model of ministry that can be used by others to further the church's ministry in the world.

At the end of DMIN 555a, the chair of the Praxis Thesis Committee will assign a grade of Credit or No Credit and give to the student (as well as the Registrar) the grade narrative form detailing the work that remains to be done. If the student has made satisfactory progress and is given a grade of Credit for the course, the student should register to take DMIN 555b during the next term. If the student has not made satisfactory progress and is given a grade of No Credit for the course, the student should register to repeat DMIN 555a during the next term before registering for DMIN 555b after successfully completing DMIN 555a.

DMIN 555b Praxis Thesis Writing (1.5 credit hours; Graded)

After successfully completing DMIN 555a, students enroll in DMIN 555b as the final phase of the DMin program, in which the student completes the writing of a praxis thesis that then needs to be determined ready for conference by the Praxis Thesis Committee. The Praxis Thesis is the written report that explicates the context, theory, and practice of the student's ministry design or tested model of ministry that can be used by others to further the church's ministry in the world.

At the conclusion of DMIN 555b, the chair of the Praxis Thesis Committee, in consultation with the reader will assign a grade and give to the student (as well as the Registrar) the grade narrative form detailing the work that was done. A grade of B- or higher signifies that the praxis thesis is ready for conference.

If the student is given a grade lower than B- for the course, the student must repeat DMIN 555b during the next term at the discretion of the Praxis Thesis Committee. Students must stay in continuous registration (registering in two terms each year: summer, fall, winter, spring) in order to remain in good standing at Saint Paul School of Theology. So a student who receives a grade lower than B- for DMIN 555b must continue to register in DMIN 555b at the discretion of the Praxis Thesis Committee until the praxis thesis is ready for conference. Students may repeat this course as often as needed within the six-year time limit for the degree in order to complete a praxis thesis that is ready for conference with the approval of the Praxis Thesis Committee.

DMIN 556 Praxis Thesis Conference (1.5 credit hours. Graded)

After successful completion of DMIN 555b, the Praxis Thesis Committee chair will submit the **DMIN Form Praxis Thesis Form A: Praxis Thesis Readiness for Conference** to the Registrar. The form can be found on the SPST webpage, under the Registrar's tab, under DMin forms, or it can be accessed online at: <http://www.spst.edu/DMIN-Forms>. The committee may suggest topics for discussion at the upcoming praxis thesis conference. Successful completion of the conference is a degree requirement (see deadlines for graduation).

Details of the process for the “Praxis Thesis Conference” are described below. This is a three-hour meeting in which the student and his or her Praxis Thesis Committee discuss and evaluate the completed praxis thesis. At the conclusion of the conference, the chair of the Praxis Thesis Committee will assign a grade for the praxis thesis conference and give to the student (as well as the Registrar) the completed DMIN Praxis Thesis Form B: Praxis Thesis Conference Evaluation. **N.B.** Passing the Praxis Thesis Conference is contingent on any needed revisions being completed by a date set by the Praxis Thesis Committee. The Praxis Thesis Committee should indicate on DMIN Praxis Thesis Form B whether the praxis thesis conference warrants a notation of Fail, Pass or Pass with Distinction. (The title of the thesis is entered onto the student’s transcript under DMIN 554 Praxis Thesis Conference. If warranted, a notation of pass with distinction is indicated on the student transcript as well. **N.B.** A student may not earn a Pass with Distinction during a second Praxis Thesis Conference.)

At the end of the Praxis Thesis Conference, the Praxis Thesis Committee will complete the **DMin Form C: Summative Assessment**. After it is discussed, signed and dated, the chair of the Praxis Thesis Committee will give the form to the Assessment and Compliance Coordinator, who will provide the student with a digital copy and forward a copy to the registrar.

If the student fails his or her conference with a grade lower than B-, there can be a second, final attempt to schedule a Praxis Thesis Conference. To do this, the student should register for **DMIN 556 Praxis Thesis Conference** the following term and address the issues raised in the initial conference. **NB:** A student may not earn a Pass with Distinction during a second Praxis Thesis Conference.

Scheduling the Praxis Thesis Conference:

Students must submit the penultimate copy of the entire praxis thesis to the Praxis Thesis Committee before **February 1**, during the year of graduation. (The second reader may have read early chapter drafts, but not the manuscript as a whole.) After both faculty have read the praxis thesis, they determine whether it is appropriate to schedule the Praxis Thesis Conference. If so, they consult with the student about appropriate dates. To graduate, the student must have successfully passed the Praxis Thesis Conference by **March 30** of the graduation year. (**N.B.** The Application for Graduation should be submitted to the Registrar by the second Monday in February.)

When the chair believes the praxis thesis in its entirety is ready for review by the second faculty member of the Praxis Thesis Committee, he or she will forward it to the other committee member. After both faculty members have read the praxis thesis and determined together that it is appropriate to schedule a Praxis Thesis Conference, they will consult with the student about dates convenient for all. The chair of the Praxis Thesis Committee will set the date, time, and place for the conference, after notifying all parties (including the Registrar) using **DMin Praxis Thesis Form A: Praxis Thesis Readiness for Conference**, no less than four weeks prior to the conference. With the approval of the Director of the DMin Program and Faculty Chair of the Praxis Thesis Committee, the DMin candidate may invite interested and supportive persons to the Praxis Thesis Conference.

The Praxis Thesis Conference:

On the conference day, the student should bring either a laptop with a digital copy or a printed copy of his or her praxis thesis, and printed copies of **DMin Thesis Form B: Praxis Thesis Conference Evaluation and DMin Form C: Summative Assessment Form**. These forms can be found on the SPST webpage, under the Registrar’s tab, under DMin forms, or it can be accessed at <http://www.spst.edu/DMIN-Forms>.

Typically, participation is restricted to the student and the Praxis Thesis Committee, but with the approval of the Director of the DMin Program and Faculty Chair of the Praxis Thesis Committee, the DMin candidate may

invite interested and supportive persons to the Praxis Thesis Conference. Occasionally, a newly hired faculty member may observe the conference process.

The conference begins with a fifteen-minute private meeting of the Praxis Thesis Committee. During this time, the faculty members finalize their approach to the conference. Shortly thereafter, the student is asked to join the conference.

Most of the conference is devoted to faculty-student dialogue about the praxis thesis. Sometimes students are asked to summarize verbally their research. Questions are diagnostic in nature, but the student may also be asked to discuss future plans regarding this practice of ministry.

At the conclusion of the conference, once again the student is asked to leave the room temporarily and the Praxis Thesis Committee convenes privately to decide if the praxis thesis conference has been completed satisfactorily, and if so, at what level. **The faculty committee completes DMin Praxis Thesis Form B: Praxis Thesis Conference Evaluation. N.B.** Passing the Praxis Thesis Conference is contingent on any needed revisions being completed by a date set by the Praxis Thesis Committee. The Praxis Thesis Committee should indicate on DMIN Form B whether the praxis thesis conference warrants a notation of Fail, Pass or Pass with Distinction. This form is signed and dated by both members of the Praxis Thesis Committee. The student is asked to return to the meeting to receive this evaluation, and sign and date the evaluation form as well. The chair of the Praxis Thesis Committee gives the form to the Registrar. (The title of the thesis is entered onto the student's transcript under DMIN 556 Praxis Thesis Conference. If warranted, a notation of pass with distinction is indicated on the student transcript as well.)

At the end of the Praxis Thesis Conference, the Praxis Thesis Committee will complete the **DMin Form 555C: Summative Assessment**. After it is discussed, signed and dated, the chair of the Praxis Thesis Committee will give the form to the Assessment and Compliance Coordinator, who will provide the student with a digital copy and forward a copy to the registrar. **N.B.** A student may not earn a Pass with Distinction during a second Praxis Thesis Conference.

Conference Outcomes:

Successful Conference: The equivalent of B- is the minimum passing grade. The student may be required to make modest revisions to the manuscript before presenting final copies to the Registrar.

Recognition of Excellence in the Doctoral Program: For superb academic performance and special contributions to the church, the committee can note that the student's thesis and conference merit the notation of Pass with Distinction. "Praxis Thesis with Distinction" would then be noted on the student's transcript.

N.B. Unsuccessful Conference: If the student fails his or her conference with a grade lower than B-, there can be a second, final attempt to schedule a Praxis Thesis Conference. To do this, the student should register for **DMIN 556 Praxis Thesis Conference** the following term and address the issues raised in the initial conference. **NB:** A student may not earn a Pass with Distinction during a second Praxis Thesis Conference.

Final Student Obligations:

After making suggested revisions to the manuscript, the student must send electronically to the Registrar one Adobe PDF copy three weeks prior to graduation. The student should provide the Registrar for the official student file with one paper copy each of the title page and signature page, one signed copy of the release form from the Theological Research Exchange Network (TREN), and one initialed and signed copy of the SPST DMin Thesis Copyright and Distribution Consent Form. These forms are available under the registrar's tab on the SPST web page along with other DMin Degree Forms. (Students wishing to have TREN register the copyright of their thesis should contact TREN directly about this matter, following the instructions on the TREN form.) To graduate, the student must also pay any outstanding financial obligations to the school.