**Philosophy Graduate Program**

**Responsible Conduct of Research (RCR) Requirements**

Per university requirements, all graduate students in Philosophy must complete RCR training prior to degree completion. Please use the form below to track your annual progress. Email or send the print form to the graduate secretary along with evidence of your CITI module completion. Learn more here: <https://grad.msu.edu/researchintegrity>

Last Name, First Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student Number: \_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Degree Program (check one): PhD \_\_\_\_\_ MA \_\_\_\_\_

Year in Program (circle one): 1st 2nd 3rd 4th 5th 6th

**Year One Requirements for All Graduate Students**

Completion of all four CITI modules:

\_\_\_\_ Introduction to the Responsible Conduct of Research

\_\_\_\_ Authorship

\_\_\_\_ Plagiarism

\_\_\_\_ Research Misconduct

Once complete, **print/save** verification of module completion and send to graduate program secretary with this form.

**Year Two Requirements for PhD Students and for MA Students following Plan A**

Completion of three additional CITI modules:

\_\_\_\_ Collaborative Research

\_\_\_\_ Conflicts of Interest

\_\_\_\_ Data Management

\_\_\_\_ Mentoring

\_\_\_\_ Peer Review

\_\_\_\_ Financial Responsibility

Once complete, **print/save** verification of module completion and send to graduate program secretary with this form.

**Overall Requirements for All Graduate Students**

**Discussion-based training**:

6 hours discussion-based training (complete before finishing comprehensive examination and entering candidacy status). Three hours will be completed in the Proseminar in Philosophy during the graduate student’s first semester. The remaining three hours should be fulfilled by attending graduate school, college, or program workshops; by class-based discussions of responsible conduct of research; in discussions with guidance committee; and/or in discussions with project directors.

Date discussion-based training completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Years Three, Four, and Five Requirements for PhD Students**

**Engage in three hours of refresher training**: Three hours of annual refresher training required each year, which can be fulfilled by attending graduate school, college, or program workshops; and/or by class-based discussion of responsible conduct of research

Date year 3 discussion based training completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date year 4 discussion based training completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date year 5 discussion based training completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date year 6 discussion based training completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_