Guidelines for Professional Skills Review

Students petitioning the Graduate Standards Committee to meet this requirement must demonstrate that they have the skills necessary to work as an environmental professional outside of academia or government, such as in an environmentally focused business or nonprofit organization. Thus, the student must present more than just the scholarly work expected of an accomplished PhD student or academic scientist.

Materials presented should include specific documentation that demonstrates their work/proficiency with: client solicitation/marketing, proposal preparation, presentations to clients, budget management, project reporting, and paper writing.

Students should submit a cover letter that describes their work in the professional arena, along with representative examples from each of the five following categories:

1. An actual proposal submitted to a client detailing how a specific project would be accomplished, including a presentation of the budget required.

2. Evidence of budget management and/or the completion of a project within budget.

3. A copy of a presentation to a client.


5. A scholarly or other article (professional paper or piece for the public) written based on a project, or another secondary product such as a finished website.

This list is not meant to be exclusive – other documentation of competency might be substituted based on the judgment of the Graduate Standards Committee.