



**UMass Boston Higher Education Program (Ph.D./Ed.D.)  
Employer Agreement  
Required Document for Admissions Application**

The employer agreement shows year-by-year how the applicant and their employer will arrange the applicant's work schedule so that they can participate in Higher Education Program courses during the three-week June session and on Fridays during the academic year. Please describe below how you and your employer have agreed to arrange your work life to enable fulfillment of the Ph.D. or Ed.D. requirements. During the first three years, these requirements include a three-week full-time summer session, held each June, plus every Friday during the fall and spring semesters. In year four, students complete independent work on the dissertation and electives (depending on Ph.D. or Ed.D. degree option). In year five, as necessary, there is independent work on the dissertation. It is not necessary now to specify a work plan for years four to five.

The employer agreement must be signed by the applicant's direct supervisor and submitted as part of the application. The application will not be considered complete until the employer agreement is submitted. In case an applicant is currently not working, an employer agreement is still required to complete the admissions application in the online system. In such a case, candidates should indicate their work status on the agreement and no further signatures are required.

**Year One:**

Three-week Summer session in June:

One day per week on campus:

**Year Two:**

Three-week Summer session in June:

One day per week on campus:



**University of Massachusetts Boston**  
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**Year Three:**

Three-week Summer session in June:

One day per week on campus:

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Name of Authorizing Official: \_\_\_\_\_

Title/Position of Authorizing Official: \_\_\_\_\_

Signature of Authorizing Official: \_\_\_\_\_

Institution/Organization and address: \_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

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