DEPARTMENT OF FOLKLORE & ETHNOMUSICOLOGY

PHD QUALIFYING EXAM PLANNING

This form should be picked up by the student before meeting with the dissertation chair regarding the qualifying exam. The first part of this form should be filled out at the initial meeting with the dissertation research committee (initially the Ph.D. Qualifying Examination Committee). After the meeting, the form should be returned to the Graduate Student Services Assistant, who will hold it until the exam. The student and committee members should feel free to make copies of this form after the initial meeting.

STUDENT

__________________________________________________________________

To be filled out by the Graduate Student Services Assistant:

☐ is eligible to take qualifying exam ☐ is eligible under the following conditions:

______________________________________________________________________________

PhD Exam Committee (I don’t need signatures, just names)

_____________________________________ (chair)

_____________________________________

_____________________________________

_____________________________________

_____________________________________            DGS

DATE   APPROVAL

At least 3 months (6 months recommended) before exam/hearing
STUDENT AND EXAM COMMITTEE MEET

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At least 2 months before exam/hearing
READING LIST APPROVED BY DIRECTOR OF
GRADUATE STUDIES

________  ☐

At least two weeks before student receives exam questions
DRC CHAIR SUBMITS EXAM TO DIRECTOR OF
GRADUATE STUDIES

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At least one week before student receives exam questions
STUDENT DISTRIBUTES RESEARCH PROPOSAL
TO EXAM COMMITTEE & SUBMITS NOMINATION
TO CANDIDACY E-DOC THRU ONE.IU

STUDENT RECEIVES EXAM QUESTIONS

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One week after receiving questions
STUDENT SUBmits WRITTEN ANSWERS

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Within two weeks of submission of answers
ORAL EXAM/HEARING IS HELD

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COMPREHENSIVE EXAMINATION:

Date of Written Examination: ______________________________________

Date of Oral Exam/Proposal Hearing: _________________________________

GRADE:

Recommend Pass with Distinction ( )

Pass ( )

Pass with Remedial Work ( )

Fail ( )

Nature of Remedial Work

PHD EXAM COMMITTEE:

____________________________________ (chair)

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