

# 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)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

	DATE	DGS APPROVAL
<b>At least 3 months (6 months recommended) before exam/hearing</b> STUDENT AND EXAM COMMITTEE MEET	_____	
<b>At least 2 months before exam/hearing</b> READING LIST APPROVED BY DIRECTOR OF GRADUATE STUDIES	_____	<input type="checkbox"/>
<b>At least two weeks before student receives exam questions</b> DRC CHAIR SUBMITS EXAM TO DIRECTOR OF GRADUATE STUDIES	_____	<input type="checkbox"/>
<b>At least one week before student receives exam questions</b> STUDENT DISTRIBUTES RESEARCH PROPOSAL TO EXAM COMMITTEE & SUBMITS NOMINATION TO CANDIDACY E-DOC THRU ONE.IU	_____	
STUDENT RECEIVES EXAM QUESTIONS	_____	
<b>One week after receiving questions</b> STUDENT SUBMITS WRITTEN ANSWERS	_____	
<b>Within two weeks of submission of answers</b> ORAL EXAM/HEARING IS HELD	_____	

**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)**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_