



Graduate Office, Room E487  
1111 W. 17<sup>th</sup> St.  
Tulsa, OK 74107-1898  
918-561-1863

## Graduate Program

### Qualifying Examination Report

Campus-Wide ID#: \_\_\_\_\_ Date: \_\_\_\_\_

We have examined \_\_\_\_\_ who seeks to be a candidate for the Ph.D. Degree in Biomedical Sciences.

- 1. The results of the comprehensive qualifying examination were satisfactory. Any dissenter write "dissent" after signature. The student may pass with one dissenting vote as long as that individual is not the advisor, outside member, or chairman.

\_\_\_\_\_  
Chair/Advisor of Committee

\_\_\_\_\_  
Member (outside)

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Chairman (if different than advisor)

- 2. The results of the examination were not satisfactory. The following parts of the examination were unsatisfactory.

a) \_\_\_\_\_

c) \_\_\_\_\_

b) \_\_\_\_\_

d) \_\_\_\_\_

The committee recommends the following: \_\_\_\_\_

(It is understood that a second examination may not be given earlier than four months; attach page if necessary; please attach a sheet with detailed requirements for the second examination.)

\_\_\_\_\_  
Chairperson of Committee

I acknowledge the results of the exam and understand the further requirements explained to me.

\_\_\_\_\_  
Signature of Graduate Student

## Instructions to Committee

- A. For successful applicants, at the conclusion of the oral portion of the qualifying examination the committee should execute item 1 of this form and show the results to the student. At that time all time limits applicable to the granting of the degree should be explained. Please inform the student that an approved POS, a satisfactory Qualifying Exam and an approved Research Proposal are needed to apply for Ph.D. candidate status. Please explain the continuing enrollment regulations, the timing for the dissertation defense, the requirement for applying for the degree, the final forms as well as paying the graduation fee. The student should sign to acknowledge they understand. Send this form to the Program Director who will obtain the necessary approval signatures and enter the form into the student's records.
- B. For the unsuccessful application, execute item 2 of the form; only the Chairperson's signature is required. Be sure to stipulate any additional requirements of the student including any additional course work and the repetition of all or parts of the qualifying examination. The student should sign to acknowledge they understand. Send this form to the Program Director who will enter the form into the student's records.

### APPROVED:

\_\_\_\_\_  
Associate Dean for Graduate Studies

\_\_\_\_\_  
Date Received in Graduate College

### Additional Requirements for Graduation

To be presented to the Ph.D. student after they successfully complete the qualifying examination.

1. A Ph.D. Research Proposal must be prepared in accordance with program guidelines, with the help of the students advisor and be submitted to the students advisory committee for approval (if this has not already been done).
2. To become a Ph.D. candidate the student must fill out the ADMISSION TO DOCTORAL CANDIDACY form, obtain approval signatures from the Ph.D. Advisory and submit the signed form to the Program Director.
3. Continuous enrollment in the graduate program, 6 credit hours in any 12 month period, is required.
4. The student must take at least 2 credit hours in the term they intend to graduate.
5. A draft of the dissertation must be submitted to the graduate college to check dissertation formatting early in the term the student intends to graduate.
6. A defensible copy of the dissertation must be in the Office of the Associate Dean for Graduate Studies, OSU-CHS 10 days before the defense.
7. Notice of the Defense Seminar must be posted 10 days before the defense.
8. There are three major forms to be completed and submitted in the first two weeks (first week for summer term) in the term the student intends to graduate.
  - a. Revised Plan of Study (only needs advisor's approval signature) must be submitted to the Program Director.
  - b. Graduate Clearance Form must be submitted to the Program Director.
  - c. Diploma Application must be submitted to the Coordinator of Student Records (Student Affairs, OSU-CHS).
9. The student is responsible for all fees incurred and neither the diploma nor permission to graduate will be given until these are paid.

Further regulations and requirements can be found in the GUIDELINES FOR THE GRADUATE PROGRAM IN BIOMEDICAL SCIENCES and the OSU Catalog.

**I acknowledge that I have read and understand the additional requirements.**

\_\_\_\_\_  
**Signature of Student**