1. TO BE COMPLETED BY STUDENT

Name: ___________________________________________ CWID#: _________________________

myLeo Email: _____________________________________________

Degree Program: __________________________ Minor: ___________________________

(not cognate or emphasis area)

I acknowledge that a 2nd failure (whether first attempt or second of any section) of the doctoral comprehensive exam will result in my permanent withdrawal from the doctoral program.

_______________________________________________________________

Student’s Signature  Date

2. TO BE COMPLETED BY MAJOR ADVISOR and DEPARTMENT

Results of written examination  __ Satisfactory  ____1st Fail  ____2nd Fail  Date of exam__________________________

Results of oral examination  __ Satisfactory  ____1st Fail  ____2nd Fail  Date of exam__________________________

Comments: _____________________________________________

- Does the student have any outstanding coursework? (Y or N)_____
  If yes, list any outstanding coursework: ________________________________

- Doctoral residency is completed. (Y or N)__________________________

- Has the student’s DegreeWorks been reviewed? (Y or N)_________

  ______________________________________________________________________

Major Advisor’s Signature  Date

Member_________________________________ Major Dept. Head____________________________________

Member_________________________________ Minor Advisor____________________________________

Member_________________________________

Member_________________________________

3. COMPLETED BY THE GRADUATE SCHOOL

Remaining courses to be completed: ________________________________

GRADUATION MUST BE COMPLETED BY_____________________________________

ADMITTED TO CANDIDACY_______________________  Dean, Graduate School  Date
NOTES

- You will only have 2 attempts at passing any section of the doctoral comprehensive exams. A second failure of any section of the doctoral comprehensive will result in permanent withdrawal from the doctoral program.
- A minor can only be listed and awarded if it is a department-approved minor that follows the requirements of the Graduate Catalog, the student has taken new courses outside of master’s degree (cannot be master’s degree or courses used in 90-hour doctoral degree plan), one committee member must be from the minor department and the student must have taken a comprehensive exam over the minor held by the minor department.
- Upon successfully completion of your doctoral comprehensive exams and review by the Graduate School; you will become a doctoral candidate also known as admissions to candidacy.
- After admissions to candidacy, you will be required to enroll in at least three hours of dissertation (718) each fall and spring semester until your degree is conferred. Summer enrollment is required if using university facilities/resources and/or counsel of your major adviser.
- After all coursework has been completed, not including 718, you may qualify for reduced tuition. This is an automated process and you will see the tuition change the first semester after your doctoral candidacy has been awarded.
- **99 hour rule:** You should be aware that in 1993 the legislature eliminated state funding for doctoral students who have completed more than 99 semester hours of credit while working on a doctoral program. It also provided that university Board of Regents could charge the non-resident tuition and fee rates for those students who exceed the 99 hours. If you currently pay in-state tuition, your rate will change to out-of-state student rates. Our Board has instituted the non resident rate beginning the Fall 1999 semester.

- If you have questions, do not hesitate to contact Vicky Turner, Doctoral Degree Coordinator, 903/886-5167 or e-mail: Vicky.Turner@tamuc.edu.