

***ECE Graduate Program***

**Ph.D. Qualifying Exam Proposal *Rev 10-2-20***

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| **STEP 1: STUDENT INFORMATION – *To be completed by Student***  **After completing this section, Student obtains Advisor’s signature then forwards form to ECE Graduate Program Advisement Office.** | | | |
| **Student Name** |  | **Date** | |
| **UNM/Banner ID #** |  | | |
| **Emphasis** |  | **EE** | **CPE** |
| **UNM Email** |  | **Phone #** | |
| **Proposed Exam Date** |  | | |
| **Faculty Advisor** |  | | |
| **Faculty Advisor Signature** |  | **Date** | |

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| **STEP 2: EXAMINATION COMMITTEE MEMBERS – *To be completed by Emphasis Area Chair***  ***Note: The Qualifying Examination committee is NOT the same as the PhD committee***  **Emphasis Area Chair forms committee and enters member information below then forwards form to Committee Chair.** | | |
| Full Name | **Email Address** | **Department** |
| Committee Chair: |  |  |
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| **STEP 3: LIST OF PUBLISHED PAPERS – *To be* c*ompleted by Committee Chair***  **At least four (4) weeks prior to exam date, committee compiles a list of at least three (3) peer reviewed articles or papers for student to choose from. Committee Chair lists papers below, signs form, and returns form to student.** | | |
| **List at least three (3) peer reviewed articles or papers** | | |
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| Committee Chair Signature |  | Date |

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| **STEP 4: PAPER SELECTED & EXAM DATE/TIME/LOCATION CONFIRMED – *To be completed by Student***  **Student chooses paper from list in Section 3 and enters selection below. Student confirms date, time, and location of exam with committee members and enters details below. Student signs and submits form to ECE Graduate Program Advisement Office.** | | |
| **Paper selected by student** | | |
| **Exam details confirmed with exam committee** | | |
| **Date** | **Time** | **Location** |
| **Student Signature** |  | **Date** |

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| **STEP 5: APPROVAL – *To be completed by Graduate Program Director***  ***The proposed committee is authorized to conduct the examination and the student is eligible to take exam.*** | | |
| **Graduate Program Director:** |  | **Date:** |

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| **Student Name:** |  | **UNM ID:** | **Exam Date:** |

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| **STEP 6: EXAMINATION RESULTS – *To be* c*ompleted by Committee Chair***  **Committee Chair records exam results and obtains signatures from committee members then forwards completed form to ECE Graduate Program Advisement Office within two weeks of the examination.** | |
| **We have read written materials and participated in the oral examination.**  **On this basis, we report the student has:** | |
| Passed | Failed *(Please comment below)* |
| Comments: | |

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| **SIGNATURES OF THE EXAMING COMMITTEE**  ***Affirming agreement with the examination results above*** | | |
| Printed Name | **Signature** | **Date** |
| Committee Chair: |  |  |
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| **STEP 7: EXAMINATION RESULTS CONFIRMED BY GRADUATE COMMITTEE – *To be* c*ompleted by Graduate Program Director attesting to Graduate Committee’s recommendation***  ***Affirming agreement with the examination results above*** | | |
| **Comments:** | | |
| Printed Name | **Signature** | **Date** |
| Graduate Program Director |  |  |

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| **STEP 8: EXAMINATION RESULTS CONFIRMED BY FULL FACULTY – *To be* c*ompleted by Graduate Program Director attesting to Full Faculty’s decision***  ***Affirming agreement with the examination results above*** | | |
| **Comments:** | | |
| Printed Name | **Signature** | **Date** |
| Graduate Program Director |  |  |