

SCHEDULE
COLLEGE-WIDE OPTION
DOCTORAL QUALIFYING EXAMINATION
FALL AND SPRING SEMESTERS
2008-2009

Fall Semester, 2008

1 st Day of Classes	August 25 th
Deadline to apply to take the Qual. Exam	September 12 th (Friday)
Qual. Exam questions due from depts.	October 6 th (Monday)
Qualifying Examination dates	October 13, 14, 15 (M., T., W.)
Exam results due in Grad Coord.'s Office	November 14 th (Fri.)
Last day of classes for Fall semester	December 5 th (Fri.)

Spring Semester, 2009

1 st Day of Classes	January 5 th
Deadline to apply to take the Qual. Exam	January 16 th (Fri.)
Qual. Exam questions due to the COEDU Graduate Coordinator from depts. (EDU 106)	Feb. 9 th (Mon.)
Qualifying Examination Dates	February 16, 17, 18 (M., T., W.)
Exam results due in Grad. Coord.'s Office (EDU 106)	March 20 th (Fri.)
Last day of classes for Spring semester	April 24 th (Fri.)

NOTE: Departments and Programs that have an approved Program Option, but who choose to have their students take the College-Wide Option must note this information on the student's Application To Take The Qualifying Examination Form. Otherwise, the appropriate preparations may not be made.

COLLEGE-WIDE AND PROGRAM OPTIONS

DOCTORAL QUALIFYING EXAMINATION

Reminders

- ✓ Students applying to take the Qualifying Examination should be in their last semester of coursework.
- ✓ Students applying to take the Qualifying Examination must file their intent to do so using the ***Application To Take The Qualifying Examination Form***.
<http://www.coedu.usf.edu/main/downloads/AdvDoctoralForms.html>
- ✓ Exam results should be submitted to EDU 106E, using **the *Verification of Qualifying Examination Results Form*** found on-line at:
<http://www.coedu.usf.edu/main/downloads/AdvDoctoralForms.html>
- ✓ Submitting the ***Verification of Qualifying Exam Results Form*** will initiate the processing of the ***Admission to Candidacy Form***. This form is generated by the COEDU Graduate Studies Office.
- ✓ Students seeking admission to candidacy must have filed their ***Admission to Candidacy Forms*** in the **University's** Graduate Studies Office (BEH bldg.) by the last day of classes for the semester. (This form must first be submitted to the COEDU's Graduate Studies Office. Please allow ample time for the required COEDU review and evaluation of the file, and for the appropriate signatures.)
- ✓ Admission to candidacy requires that all incomplete and missing grades have been removed, whether or not the courses in which these grades were earned were a part of the student's planned program.
- ✓ Applying Directed Research hours to reduce the dissertation hours required:

As of August, 2000, students can no longer convert directed research hours to dissertation hours; however, Directed Research may be applied to reduce the dissertation hour requirement, upon the written request of the student's major professor (via the COEDU Graduate Coordinator). This may be done in the semester in which the Qualifying Examination is taken if all coursework has been completed and the student is working on the dissertation, or in the semester during which a student is awaiting admission to candidacy. No more than one-half of the total dissertation hours required may be applied in this way.