SCHEDULE

COLLEGE-WIDE OPTION

DOCTORAL QUALIFYING EXAMINATION

FALL AND SPRING SEMESTERS

2008-2009

Fall Semester, 2008

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

Spring Semester, 2009

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