

Ph.D. Qualifying Paper Checklist

Student:

Paper #1 Title:

Paper #2 Title:

Date of Oral Exam Completion:

_____ **Ph.D. Qualifying Paper Committee Form (2 completed copies; one for each of the two qualifying papers)**

This form creates the committee for each qualifying paper. One form is to be completed for each qualifying paper, at the start of the student's paper-writing process.

_____ **Qualifying Paper Evaluation (4 completed copies; two for each of the two qualifying papers)**

This form assesses quality of the qualifying paper in question. Each reader fills out one copy of this form for the paper in question, after the paper-writing process.

_____ **PhD Qualifying Paper Oral Exam Form (1 completed copy; one per exam)**

The committee uses this form to document its pass/fail decision with regard to the oral exam. One form is to be completed for the oral exam, following the exam.

_____ **Qualifying Paper Oral Exam (3–4 completed copies; one per exam committee member)**

This form assesses student performance in the exam. Each exam committee member fills out one copy of this form, following the oral exam.