

NOMINATION OF Ph.D. QUALIFYING EXAMINATION COMMITTEE

*This form should be submitted to your department **at least two weeks** before your qualifying examination. You will be notified if there are any problems with your proposed committee.*

Name: _____ Dept/Prog: _____

Student ID #: _____ Email Address: _____

Date: _____ Dissertation Title: _____

Guidelines for Committee Membership

- This committee must consist of at least 5 members who all hold a PhD.
- At least 3 members or the majority of the committee, *including the Chair*, must hold a tenure track faculty appointment within your home department.
- At least 1 member must hold a position at UCI *outside* of your home department. **Please verify that the outside member does not have a primary or joint appointment with your home department.**
- Only **one** exception request will be considered for a General Member. Exceptions could include a professor from outside of the University or an adjunct professor serving on the committee. In the case of an exception request, the department **must** turn in an exception memo and a copy of the professor's CV with this form in order to get this approved.
- *Please note that some departments/programs have additional guidelines. Please refer to your department/program website or handbook for more information.*

This student's proposed committee is as follows (please print or type):

Name

Department

Chair: _____

General Member: _____

General Member: _____

General Member: _____

Outside Member: _____

Has a conflict of interest been identified (refer to page 3 on PhD Form I for more information)? Yes No
Oversight Member (if applicable): _____

Verified by (please sign):

Student Date Associate Dean, HSSoE Date

Student's Faculty Advisor Date Dean, Graduate Division Date

Department Chair/Graduate Advisor Date