

Forms for the Ph.D. in STOR at UNC Chapel Hill

There are three forms required for completion of the PhD degree. (Copies of the forms should be in the student's file, and should be updated as the basic requirements for the degree are completed.)

- A. Doctoral Examination Report Form
- B. Report of Doctoral Committee Composition and Report of Approved Dissertation Project
- C. Application for Graduation

Forms A and B are available from the Graduate School web page

<http://www.gradschool.unc.edu/forms.html>

The Application for Graduation form is filled out online at

http://cfx.research.unc.edu/grad_appOnline

Timeline for Completion of Forms

1. Comprehensive Written Exam

When the student has successfully completed their CWE, the chair of the CWE committee for their program should complete part I of the Doctoral Examination Report Form (A).

2. Preliminary Oral Exam

- a. The committee chair should complete Part II of Form (A).
- b. The committee chair should complete Parts I and II of Form (B). The student should obtain the signature of the DGS in Part I.

3. Final Oral Exam

- a. The student should complete and submit the Application for Graduation (C) by the University deadline.
- b. The committee chair and other committee members should complete Part III of Doctoral Examination Report Form (A).

4. Final Thesis Approval

The committee chair and other members of the committee should complete Part IV of form (A). This is the last approval step of the dissertation process. Once this section is completed, the student may submit their final thesis to the Graduate School.

Part IV may be signed at the time of the Final Oral Exam, if this is appropriate, or at such time as an acceptable version of the thesis has been completed. Committee members who will be out of town, or difficult to reach, when the thesis is expected to be completed should sign when the candidate has successfully completed his/her Final Orals.

5. Application for Graduation

This e-form should be submitted to the Graduate School *during the semester that the student intends to graduate*, by the deadline posted on the University Registrar's Calendar. Students may resubmit the form without penalty if they do not graduate in a given semester. In order to qualify for approval, Ph.D. students must have completed their Comprehensive Written Exams, their Preliminary Oral Exam, and their required coursework.