

ID# \_\_\_\_\_

### PRELIMINARY EXAMINATION SCHEDULING FORM

Candidate: \_\_\_\_\_ Program Name: \_\_\_\_\_

Candidate's physical location for this exam: \_\_\_\_\_

This form must be returned to the Graduate School at least **10** working days prior to the examination date. Before scheduling, candidate must: 1) be enrolled for 2 credits of research the semester the examination is to be taken; and 2) have an approved Program of Study on file at the Graduate School. **No Preliminary Exams may be taken in Final Exam Week during the academic year.**

If this is a **second examination**, the examination date must: 1). be at least three months after the failed preliminary examination; and 2). This prelim exam scheduling form must be completed and submitted a minimum of **15** working days prior to the examination date.

The candidate's doctoral committee requests the preliminary examination be scheduled. The undersigned approve the date, time, and place for the examination.

**Doctoral Committee:**

**Signatures**

\_\_\_\_\_ Chair

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Major: \_\_\_\_\_

Minor: \_\_\_\_\_

**This exam will be held via:**    **Single Campus** \_\_\_\_\_    **AMS** \_\_\_\_\_    **\*Other Technology** \_\_\_\_\_

**Please provide a name, location and email address for the committee member NOT attending from a WSU location but using technology to participate. Other arrangements (i.e., committee substitution) require approval in advance by the Graduate School (Attach an additional sheet if necessary).**

The major and/or minor examination shall consist of: (check one or both)

\_\_\_\_\_ Written Examination (Major) \_\_\_\_\_  
(Time) (Date) (Place)

\_\_\_\_\_ Written Examination (Minor) \_\_\_\_\_  
(Time) (Date) (Place)

\_\_\_\_\_ Oral Examination \_\_\_\_\_  
(Time) (Date) (Place)

\_\_\_\_\_  
(Signature, Chair, Major Department)

\_\_\_\_\_  
(Signature, Chair, Minor Department)

If written examination only, is given; discussion and ballot meeting will be held at:

\_\_\_\_\_ (Time) (Date) (Place)

Office Use Only

Transcript \_\_\_\_\_ Grades \_\_\_\_\_ Coursework \_\_\_\_\_ Enrolled \_\_\_\_\_ Committee \_\_\_\_\_