

**2017-18 INTERIM EXAMINATION SCHEDULING FORM for a PRELIMINARY EXAM**

Candidate's Name (PRINT): \_\_\_\_\_

WSU Student ID#: \_\_\_\_\_

Candidate's Signature: \_\_\_\_\_ Dept/Program: \_\_\_\_\_

An Interim Preliminary Exam may be requested in extenuating circumstances. The student's committee chair must provide a rationale why the exam can only be scheduled during one of the periods below. The student must be enrolled in at least two research (800) credits during the semester **before** the interim examination, and must have an approved Program of Study on file with the Graduate School. All requests will be reviewed by either the Dean, or an Associate Dean, of the Graduate School

Check if Applicable: \*Second Examination \_\_\_\_\_ (Must file at least 15 working days before the examination date.)

Check One: **Fall 2017** Interim Examination Period: Dec. 11-20, 2017 **OR** Jan. 2-5, 2018 \_\_\_\_\_ Note: **NO** exams 12/21/2017 through 1/1/2018 (closed as of 12/23)

**Spring 2018** Interim Examination Period: Apr 30-May 11, 2018 \_\_\_\_\_ **Summer 2018** Interim Examination Period: July 30 - August 17, 2018 \_\_\_\_\_

**RATIONALE:** \_\_\_\_\_

**Committee Chair Name:** \_\_\_\_\_ **Signature/date:** \_\_\_\_\_

This form must be returned to the Graduate School at least 10 working days prior to the interim examination date (15 days for a second exam). \*In the case of a second examination, the examination date must be at least three (3) months after the failed examination. The candidate's doctoral committee requests the preliminary examination be scheduled. The undersigned approve the date, time and place for this interim preliminary examination.

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

Additional Information regarding exam environment below (attach additional pages, if necessary):

Committee Members: (Print names)	Location during exam	Signature & Date Signed
_____ Chair	_____	_____
_____ Co-Chair (circle if co-chair)	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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

_____ Written Examination (Major)	_____ (Time)	_____ (Date)	_____ (Places)
_____ Written Examination (Minor)	_____ (Time)	_____ (Date)	_____ (Places)
_____ Oral Examination	_____ (Time)	_____ (Date)	_____ (Places)

Signature, Chair, Major Department \_\_\_\_\_

Signature, Chair, Minor Department \_\_\_\_\_

If only a written examination is given, the discussion and Ballot Meeting will be held at: (Students do not attend the Ballot Meeting)

Time	Date	Places
_____	_____	_____

Graduate School Use Only:

Transcript	Grades	Coursework	Enrolled	Committee
_____	_____	_____	_____	_____