**Application for Qualifying Exams**

**Registration Services**

847.866.3905 | registrar@garrett.edu | 2121 Sheridan Road | Evanston, Illinois 60201 | 800.SEMINARY| www.garrett.edu

|  |  |  |  |
| --- | --- | --- | --- |
| Student’s Name: |       | Phone number: |       |

**Please give the following information regarding the four examinations the student will take:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  | \*For take home only\* |
| 1. | **Exam Style:** | **Start Date** | **Time**  | **End Date**  |
|  |  |  Date       |  |  Date       |
|  | **Professor** | **E-mail** | **Subject:** |  |
|  |       |       |       |  |
|  |  |  |  | \*For take home only\* |
| 2. | **Exam Style:** | **Start Date** | **Time**  | **End Date**  |
|  |  |  Date       |  |  Date       |
|  | **Professor** | **E-mail** | **Subject:** |  |
|  |       |       |       |  |
|  |  |  |  | \*For take home only\* |
| 3. | **Exam Style:** | **Start Date** | **Time**  | **End Date**  |
|  |  |  Date       |  |  Date       |
|  | **Professor** | **E-mail** | **Subject:** |  |
|  |       |       |       |  |
|  |  |  |  | \*For take home only\* |
| 4. | **Exam Style:** | **Start Date** | **Time**  | **End Date**  |
|  |  |  Date       |  |  Date       |
|  | **Professor** | **E-mail** | **Subject:** |  |
|  |       |       |       |  |

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| **Date of Oral Examination:** |       | **Time**: |       |

**Modality: ­­­­­­­­­­**  [ ]  Online (Teams)

[ ]  In-person

[ ]  Hybrid (mixture of in-person and online)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Signatures: |  |  |  |  |
| Student: |       | Date: |       |
| Advisor: |       | Date: |       |
| Director of PhD Program: |       | Date: |       |

Typing name in signature field and sending from .edu e-mail address constitutes signature.

Please submit this application to the PhD coordinator in the registrar’s office at least *6 weeks* (8 weeks recommended) before the scheduled date of the first exam. Written exams are four hours (e.g., 10:00 a.m. to 2:00 p.m.) and the oral exam is two hours.

When all necessary signatures have been acquired an email confirmation of the schedule will be sent to all involved.

Revised 09/15/23