



DEPARTMENT OF ENTOMOLOGY

PHD QUALIFYING EXAMINATION GUIDELINES

GUIDELINES

This examination is a departmental requirement of all students enrolled in the PhD program. It is administered orally by the dissertation committee with the student's faculty advisor as the chair. The examination is open to all faculty and all attending faculty may question the student; however, only the dissertation committee will vote. Two or more negative votes constitutes a failure. The student has two chances to qualify. Under special circumstances, if requested by the student, the dissertation committee can elect to administer a written examination.

The qualifying examination must be taken within **5 years** of admission to the PhD program; however, the department strongly urges students to take the examination **by the end of their 3rd year**, at which point they will have completed most course work. Failure to successfully take the examination within the time limit will result in a special review by the Graduate Affairs Committee.

The student must provide each member of the committee with a copy of the dissertation research proposal **10 days prior to the examination**. To ensure that all committee members understand the purpose of the qualifying exam in advance, the student must have these guidelines signed by their advisor and must include them with the dissertation proposal submitted to their committee.

PURPOSE

The qualifying exam is not intended to focus solely on the dissertation area. It should also (1) test the depth of the student's knowledge in their areas of expertise, (2) examine the student's ability to think, synthesize, and integrate information from the disciplines of entomology and biology in general, and (3) evaluate the student's ability to produce a defensible proposal and conduct the proposed research. Major flaws in the proposed research found at the time of the qualifying exam may constitute failure. In addition, the Graduate School guidelines state that the PhD is granted only upon sufficient evidence of high attainment in scholarship and the ability to engage in independent research. It is not awarded for the completion of course and seminar requirements no matter how successful.



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- The student should have sent to the committee the dissertation proposal along with this form **10 business days** ahead of the examination date.
- A vote of Yes indicates that the student has the necessary preliminary training and has demonstrated the ability to successfully pursue the PhD degree in the Department of Entomology.
- The Qualifying Exam is a formal committee meeting. On the second page of this form, the advisor should include comments on the content of the meeting, whether the student has made adequate progress since the last meeting, and what is expected of the student between now and the next meeting.
- The completed form should be routed to each committee member and the Graduate Director for review and signature. The final form along with the completed **Application for Admission to Candidacy** should be submitted to the Graduate Coordinator (jkiner@umd.edu) within 2 business days of the meeting.
- A Dean's Representative is not required for the Qualifying Exam, unless they are a voting member of the committee.

Student Name _____ Examination Date _____

Dissertation Proposal Title

COMMITTEE CERTIFICATIONS			VOTE	
Name	Signature	Date	Yes	No
_____ <i>(advisor)</i>	_____	_____		
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		
_____	_____	_____		

GRADUATE DIRECTOR CERTIFICATION		
Name	Signature	Date
_____	_____	_____



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Committee Comments