

Appendix I: Quick chart for candidacy exam

Time	Student	Advisor	Committee members
1. Before end of first semester of second year		send questions to student and Program Administrator	
2. up to 7 days later	send answers to committee		
3. up to 7 days later		report result to student and Program Administrator	send grades to advisor
4a. up to 2 months later		back to 1. if first exam failed (at most once)	
4b. up to 2 weeks later	send pre-proposal to committee	send 2/3 letter to Program Administrator	
5. up to 1 week later		report (dis)approval to student and Program Administrator	send (dis)approval to advisor
6a. up to 1 week later	back to 4b if not approved (at most twice)		
6b. up to 4 weeks later	send full proposal to committee		
7. up to 1 week later		report (dis)approval to student and Program Administrator	send (dis)approval to advisor
8a. up to 4 weeks later	back to 6b if not approved (at most once)		
8b. immediately	file Graduate School form for oral exam		
9. about 2 weeks later	oral exam		