

Doctoral Candidacy Examination Application

Office of Doctoral Studies ▪ 82 Washington Square East, 2nd Floor, NY, NY 10003-6680 ▪ (212) 998-5044

Student Information

				N
First Name		Last Name		ID Number
Street Address		City	State	Zip Code
Department		Program	Program Code	Telephone
Advisor Signature		Advisor Name		Date

Instructions: Review the criteria listed below, then complete the information above. Have your advisor sign and date this form as indicated in the above box, and return this form to the Office of Doctoral Studies at the address above **no later than four weeks prior** to the examination date established by your program or department.

Important Information: To be eligible for the candidacy examination, you must meet the following two requirements:

- You must be fully matriculated. This means that you have been accepted for matriculation and have registered for course work in the doctoral program.
- You must be in good academic standing with at least a 3.0 cumulative doctoral grade point average and have no more than 12 credits on your transcript that are incomplete (IP, IF or N grades).

Consult with your academic advisor to determine what program or departmental requirements must be satisfied prior to applying for degree candidacy.

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Date of Matriculation		Academic Standing	
To Professor:			
<input type="checkbox"/> Our records indicate that the student named above is eligible to take the candidacy examination			
<input type="checkbox"/> Our records indicate that the student named above is not eligible to take the candidacy examination			
Office of Doctoral Studies Use Only	Approval Signature		Date