



**ORAL QUALIFYING EXAM
COMMITTEE NOMINATION AND SCHEDULING FORM**

Deadline: One month prior to orals taking place

Name: _____ Student ID: _____
Address: _____ Phone: _____
Advisor: _____ Email: _____

- Minimum of five faculty members on oral qualifying committee and one member must be from *outside* CSE.
- All nominated faculty must be members of the Academic Senate (ladder faculty) at a UC Campus, which can include emeritus faculty.
- Members will not automatically become members of the Dissertation Committee.
- An additional member may be nominated that is not a member of the Academic Senate, giving a total of six oral exam committee members. Justification must be provided.
- The committee listed below must be approved by the Graduate Division before the exam can take place.
- Any changes to the committee below must be approved by the Graduate Division and are subject to the same deadline as the original nomination.
- Exams can be moved to a later date, but cannot be moved up unless the committee has already been approved by the Graduate Division.

*** In order to verify you completed all required courses to advance to candidacy, please also complete the PhD Program Plan form and submit together with this form.**

Members	Department & Academic Title
Committee Chair: _____	_____
Member: _____	_____
Member: _____	_____
Member: _____	_____
Outside: _____	_____
Add'l member: _____	_____

Subject to be examined on or title of your paper (must provide): _____

Date and time of exam: 1st choice: _____ 2nd choice (*optional*): _____

- NOTE:**
1. Change to members listed above must be done by submitting the Graduate Division [Committee Nomination Change](#) form. Request for change after the committee has been approved requires Graduate Advisor's justification.
 2. Committee **must be approved** by Graduate Division prior to the oral exam. Oral exam held without the Graduate Division approval of committee will be voided.

Faculty Advisor (PI) Signature

Date