

Interdisciplinary Humanities Doctoral Prelim Procedures—Revised 2009

The following changes take effect as of Fall, 2009. Students admitted earlier may opt to take this version or the version that was in effect the year they were admitted. Note that the major changes are that the Core exam has been eliminated, and questions are now provided by doctoral committee members.

A student planning to take the preliminary exam in a given semester must register with the department for the exam by the end of the first week of the semester. The written portion of the exam may be scheduled only between the 5th and 10th week of the semester. The exam is not administered in the summer. At the time of scheduling the exam, the student must:

- 1) Submit a detailed Course Summary to the Humanities Graduate Advisor .
- 2) Submit the bibliography for the Dissertation Research section of the exam, compiled in consultation with the Major Professor, to the Humanities Graduate Advisor.
- 3) Submit the doctoral committee supervisory form, signed by the committee members, to the Humanities Graduate Advisor.

The Preliminary Doctoral Examination, designed to establish that the student is prepared to begin serious work on a Ph.D. dissertation, is a one week take-home written exam followed by a 1-2 hour oral exam.

The written exam is divided into three parts, consisting of seven questions total, as follows:

- Major Area— 3 or 4 questions.
- Minor Area—2 or 3 questions
- Dissertation Research—1 or 2 questions.

The Graduate Advisor will send the student's Course Summary to the doctoral committee members and solicit questions for the exam. . The Major Professor will submit questions for the Dissertation Research Section. All committee members may submit questions for the Major Area and/or Minor Area, depending on their areas of expertise. While the committee members will take the student's course work into consideration in formulating questions, the student should also consult each committee member to solicit additional readings and suggestions regarding which readings to focus on while preparing for the exam. The student's Major Professor may also solicit questions from faculty members outside the committee, if he or she deems it necessary.

The Graduate Advisor will assemble the questions and prepare the exam in consultation with the Major Professor and will then send the exam by email attachment to the student with instructions to submit it within one week by email attachment. When the completed exam is received, the Graduate Advisor will send it to the committee members, who are responsible for evaluating the question(s) they submitted, using the Evaluation Checklist provided. The Oral Defense is scheduled once all evaluations of the written exam have been submitted. When the written and oral parts of the preliminary exam are passed, the student is admitted to doctoral candidacy.