



APPLICATION FOR ADVANCEMENT TO CANDIDACY

Master's: Candidacy requires successful completion of at least 12 semester hours of graduate work with a 3.0 cumulative GPA before submission.

Doctoral: Before candidacy, the student must complete required coursework (except the dissertation/doctoral project), doctoral examinations and satisfy the University's writing requirement (except the DBA program).

1. STUDENT INFORMATION

Student Name: _____ Student ID: _____
Email: _____ Phone: _____
Degree: _____ Program: _____
College/School: _____ Degree Level: ☐ Master's ☐ Doctoral
Department: _____

2. CANDIDACY REQUIREMENTS - COMPLETE THE SECTION ACCORDING TO DEGREE LEVEL

MASTER'S DEGREE

☐ Completed at least 12 semester hours of graduate work. Cumulative Graduate GPA: _____
Total Graduate Hours Completed: _____ Additional program requirements met (if applicable): ☐

DOCTORAL DEGREE

Achieved a cumulative graduate grade-point average (GPA) no lower than 3.0 in program Yes ☐ No ☐

Completed all program required coursework (except the dissertation/doctoral project), doctoral examinations and satisfied the University's writing requirement (except the DBA program) Yes ☐ No ☐

☐ Required doctoral comprehensive or qualifying/preliminary examination(s) successfully completed. Semester/Year: _____

3. STUDENT CERTIFICATION AND DEPARTMENTAL ACTION

I certify that the above information is correct.

Applicant Signature: _____ Date: _____
Advisor / Program Coordinator: _____ Signature & Date: _____
Department Head: _____ Signature & Date: _____
Academic Dean: _____ Signature & Date: _____
Associate Dean Graduate School: _____ Signature & Date: _____

For Graduate School Use Only

University writing requirement met. Yes ☐ No ☐

Writing Requirement Method / Exemption:

Date Verified: _____

☐ Exempt on admission by incoming score

☐ Tested out: Semester _____, year _____

☐ Writing course: Semester _____, year _____

☐ DBA exemption