

## Pharmacology PhD Preliminary Exam Readiness Checklist

*The Preliminary Examination for Admission to Candidacy for the PhD Degree should be held before the end of a student's 5th semester in residence (as stipulated on the current BMS Tracking Sheet). This form is intended to assist doctoral students in the Pharmacology Department when completing their Preliminary Exam.*

The doctoral applicant and thesis advisor ensure the following criteria have been met:

- \_\_\_\_\_ The thesis advisor confirms that the doctoral student has completed course requirements and is ready to sit for the Preliminary Exam.
- \_\_\_\_\_ The doctoral student in collaboration with the thesis advisor has agreed on the committee members and confirmed their participation.
- \_\_\_\_\_ The doctoral student sent a completed "Dissertation Committee Form" to the BMS Office.
- \_\_\_\_\_ The doctoral student met with the committee to approve the topic of the Preliminary Exam.
- \_\_\_\_\_ All members of the committee have been notified of the Preliminary Exam date and time and have indicated that they will attend.
- \_\_\_\_\_ The doctoral student confirms that the Preliminary Exam will be submitted to the Pharmacology Department for distribution to department faculty at least 10 days before the Qualifying Exam date.
- \_\_\_\_\_ The doctoral student will print out a copy of the "Preliminary Exam Form" for signing by the committee and submission to the BMS office upon successful passing of the Preliminary Exam.

\_\_\_\_\_  
Date and Time of Scheduled Prelim

\_\_\_\_\_  
Doctoral Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Thesis Advisor Signature

\_\_\_\_\_  
Date