To: PRELIMINARY EXAMINATION APPLICANTS

From: C&I Graduate Program Office

Re: Applying for Prelims

1. Fill out the Application **A MINIMUM OF THREE WEEKS PRIOR TO YOUR PRELIMINARY EXAMINATION DATE**, have your Major Professor sign the Proposed Examination Committee Form and return both to this office.

2. Your Preliminary Examination WARRANT will be requested from the Graduate School by the Curriculum and Instruction Graduate Program Office at the time you turn in your Application for the Preliminary Examination. However, before we can do that, you need to have filed your Minor Agreement Form and removed all "Incompletes" from your record.

A NOTE OF CAUTION: Semester Break is NOT an appropriate time to expect faculty to read and evaluate an examination. Many faculty are not available over the BREAK period, thus you should check with each of them regarding their willingness to read your exam during break. If you expect to be a DISSERTATOR in the FOLLOWING Semester, you must allow sufficient time for faculty to read the exam and for this office to process the warrant.

If you have questions not covered in these brief steps, please feel free to contact the C&I Graduate Program Office – Telephone: 608-263-7466

fnn/trprelimapp
THE UNIVERSITY OF WISCONSIN-MADISON
Department of Curriculum and Instruction

APPLICATION FOR Ph.D. PRELIMINARY EXAMINATION

• Date __________________________  • ID No. __________________________

• Name __________________________
  Last __________  First __________  M.I. __________

• Notification Address __________________________
  Number __________  Street __________________________
  City __________  State __________  Zip __________  Telephone No. __________

• Date admitted to the doctoral program __________
  • E-mail address __________________________

• I plan to take: __________________________; A take-home exam __________________________
  Date of exam: __________________________ to __________________________

• My area (within the Department of Curriculum and Instruction) is: __________________________

• My Major professor (in the Department of Curriculum and Instruction) is: __________________________

• I plan to complete the minor requirement through Option A or B (circle the appropriate letter).
  • For Option A:
    My minor is in the department(s) of __________________________
    My minor professor (outside the Dept. of Curriculum and Instruction) is: __________________________

  • For Option B:
    My program in lieu of a minor HAS (HAS NOT) been approved by my major professor.
    My program in lieu of a minor HAS (HAS NOT) been placed on file in the Graduate Program Office of the Department of Curriculum and Instruction.

• List any previous Ph.D. Preliminary Examinations that you have taken, giving dates administered and the outcome (Pass or Fail)

FOR GRADUATE PROGRAM OFFICE USE ONLY:

  ____ 36 credits complete (Res. Cr.)  ____ Minor Complete  ____ 3 Research Methods Courses
  ____ 18 C&I Content Courses  ____ Incompletes removed  ____ GPA  ____ credits
  ____ 2 Full-time semesters
PROPOSED Ph.D. PRELIMINARY EXAMINATION COMMITTEE

Student’s Name __________________________ Field __________________________

Committee
________________________________________
________________________________________
________________________________________

(3 to 5 members)
________________________________________
________________________________________

List the courses you took to satisfy the Research Methods course requirement:

(Three courses are required if you entered the Ph.D. in Summer 2011 or later)

________________________________________
________________________________________

Will a two-hour oral examination be required after the written Preliminary Examination?
(Check one)

Yes ______
No ______

To be determined after written Prelim ______

Date ________________
Approved ________________
Major Professor

Date ________________
Approved ________________
Graduate Program Chair

Form/Prelim/pg.2