

Graduate Student Academic Services
(GSAS)

would like to present

Doctoral Exam
Announcements

The forms discussed in this video are available
in GradPath.

If you are unfamiliar with GradPath please see the video
Introduction to GradPath or read the GradPath FAQs for
students on the Graduate College website.

www.grad.arizona.edu



There are two exam announcement forms.

- The Announcement of Comprehensive Exam
- The Announcement of Final Oral Defense

▼ PHD - Optical Sciences (Completed Program)		
Responsible Conduct of Research Statement (OPTIPHD)	View Current	i
Plan of Study (OPTIPHD)	View Current	i
Comp Exam Committee Appointment Form (OPTIPHD)	View Current	i
Announcement of Doctoral Comprehensive Exam (OPTIPHD)	View Current	i
Results of Comprehensive Exam (OPTIPHD)	View Current	i
Doctoral Dissertation Committee Appointment (OPTIPHD)	View Current	i
Prospectus/Proposal Confirmation (OPTIPHD)	View Current	i
Announcement of Final Oral Defense (OPTIPHD)	View Current	i
Results of Final Oral Defense (OPTIPHD)	View Current	i

Both the Plan of Study and the Comprehensive Exam Committee must first have been approved by all the reviewers before you can access the *Announcement of Comprehensive Exam* form.

▼ PHD - Optical Sciences (Active in Program)	
Responsible Conduct of Research Statement (OPTIPHD)	View Current
Plan of Study (OPTIPHD)	View Current
Comp Exam Committee Appointment Form (OPTIPHD)	View Current
Announcement of Doctoral Comprehensive Exam (OPTIPHD)	View Current

Before you can access the Announcement of Final Oral Defense form:

- you must have advanced to Doctoral Candidacy
- AND
- your Dissertation Committee Appointment form must be approved by all reviewers

The requirements for advancement to candidacy are on our website: www.grad.arizona.edu

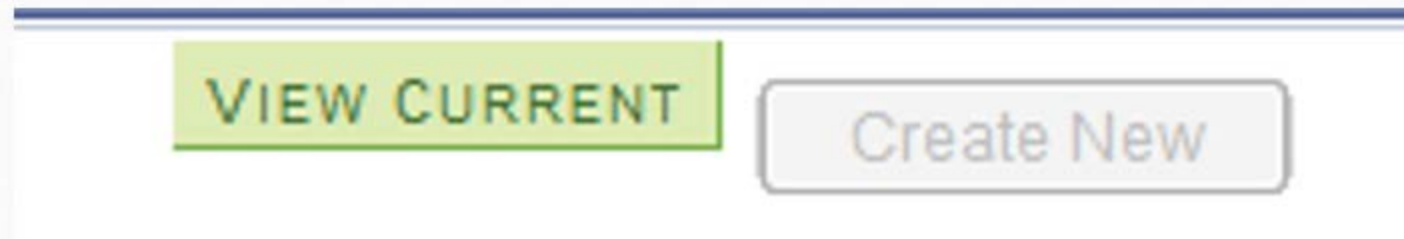
It takes time to approve forms.

Please submit the *Announcement of Final Defense* at least 10 days prior to your final oral defense – the form needs enough time to route through all the approvers before the exam itself.

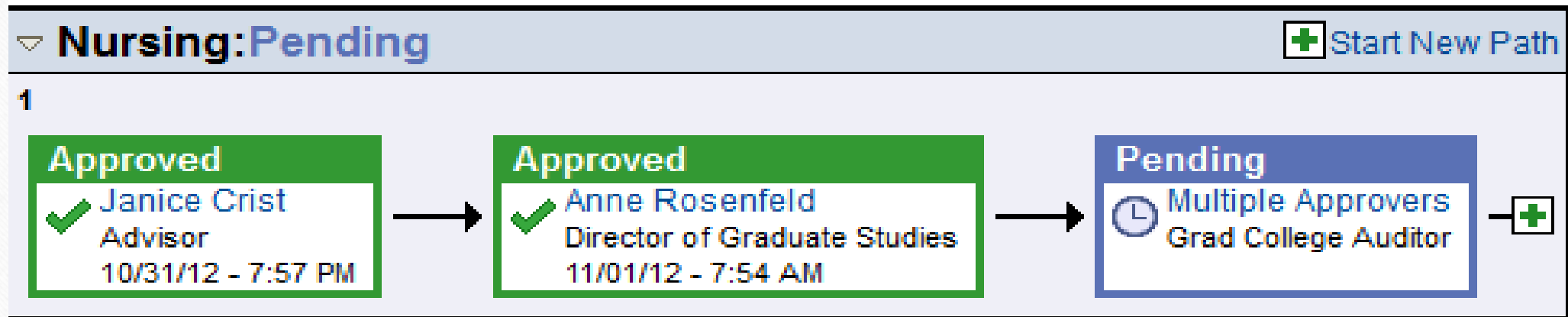
If this is the first time you submit the Announcement form you can click the “Create New” button.



If your form is still pending approval you can only use the “View Current” button.



After you submit the Announcement form you can see who has yet to make a decision and when the form was routed to them.



When someone approves your form, it will route automatically to the next reviewer.

Once your form has already been approved by the last reviewer you can “View Current” or, to change your announcement use the “Modify” button.



The Announcement of Exam form.

Enter the date and time of your exam.

Exam Date

07/29/2016



Start Time

1:00PM

You will also be asked the building and room of your exam.

Building

Arizona Health Sciences Center

Search for Building

Room

8403

You don't need a building code to complete the form. Click the "Search for Building" button, type the name of your building and click "Search".

Building Search

Building Code





Description

Meinel

Short Description

Search

Tick the appropriate building and click the “Use Selected” button.

Personalize Find  				First 	1-4 of 4 	Last
	Building	Description	Short Description			
<input type="radio"/>	1 94	Meinel Optical Sciences	OPTI			
<input type="radio"/>	2 94.01	Meinel Optical Sci Addition	OPTI			
<input type="radio"/>	3 94.02	Meinel Optical Sci Addition I	94.02			
<input type="radio"/>	4 94.04	Meinel Optical Sci W Bldg Exp	94.04			

Use Selected

Return (Not Found)

Cancel

If this is your Announcement of Final Oral defense you will need to enter the title of your dissertation.

Dissertation Title _____

If your dissertation title changes you do not need to re-submit this form.

Your committee members will prefill automatically.

Committee Members				
	Name	Email Address	Committee Role	Report Results
1	Eustace L Dereniak	eustace@optics.arizona.edu	Co-Chair	<input checked="" type="checkbox"/>
2	Eric W Clarkson	clarkson@radiology.arizona.edu	Member	<input type="checkbox"/>
3	Lars R Furenlid	furen@radiology.arizona.edu	Co-Chair	<input type="checkbox"/>

If your committee has changed since you submitted the committee appointment form you can add or remove committee members using the “Adjust Committee Members” button.

Committee Members				
	Name	Email Address	Committee Role	Report Results
1	Eustace L Dereniak	eustace@optics.arizona.edu	Co-Chair	<input checked="" type="checkbox"/>
2	Eric W Clarkson	clarkson@radiology.arizona.edu	Member	<input type="checkbox"/>
3	Lars R Furenlid	furen@radiology.arizona.edu	Co-Chair	<input type="checkbox"/>

[Adjust Committee Members](#)

Make sure you have selected the chair or one of the co-chairs to report the results.

Committee Members				
	Name	Email Address	Committee Role	Report Results
1	Eustace L Dereniak	eustace@optics.arizona.edu	Co-Chair	<input checked="" type="checkbox"/>
2	Eric W Clarkson	clarkson@radiology.arizona.edu	Member	<input type="checkbox"/>
3	Lars R Furenlid	furen@radiology.arizona.edu	Co-Chair	<input type="checkbox"/>

If your committee has a chair, you cannot have a co-chair.

Once your Announcement form receives final approval, the person you selected to report the results will receive an email link to your results form.

Announcement of Final Oral Defense (OPTIPHD)

View Current



Results of Final Oral Defense (OPTIPHD)

View Current



Thank you.

- If you have any questions you can contact your graduate coordinator or your degree counselor in the Graduate College.
- The contact information for your degree counselor is available on the graduate College website:

www.grad.arizona.edu

Contact Us/Departmental Program Contacts by Program