

	DATE ISSUE 8/12/2015	REVISION 3	PAGE 1-2
MSE ACADEMIC POLICIES AND PROCEDURES	SUBJECT Ph.D. Qualifying Examination		
<p>GENERAL POLICY</p> <p>Graduate students seeking the Ph.D. degree in Materials Science and Engineering (MSE) must pass the Qualifying Examination according to the following procedures for admission to candidacy.</p>			
<p>PROCEDURE</p> <ol style="list-style-type: none"> 1. The Qualifying Examination (QE) consists of four sections, split into Fall and Spring components. The Fall exam, given on a single day in January, consists of two sections which cover subjects from the Fall core courses (e.g. Electronic, Optical, and Magnetic Materials and Thermodynamics). The Spring exam consists of two sections which cover subjects from the Spring core courses (e.g. Materials Characterization and Quantum Mechanics), and is given on a single day in June. The course schedule is subject to change. 2. Students entering as MSE Ph.D. students must take the QE at the first opportunity after they join the Program. It is expected that students have taken the corresponding core classes in the semester immediately preceding each exam. Students will take the QE regardless of their core course grades (i.e. no minimum core GPA requirements; see also Core Course Grade Requirement Policy). 3. Students who transfer credits for any core course(s) must take the QE section(s) associated with said course(s) at the first available chance after the credits are accepted. 4. Students must pass all four exam sections within two attempts to proceed to Ph.D. candidacy (see the UT Dallas Policy on Procedures for Completing a Graduate Degree - UTDPP1052: http://policy.utdallas.edu/utdpp1052). If any section is failed, that section must be re-taken at the first opportunity; only one re-take of each section is allowed. Note: Continued financial support for students is subject to the advisor's policy and can be withdrawn for poor academic and/or qualifier performance. 5. Students entering as M.S. students may take the QE after they have taken the corresponding core courses. If a M.S. student transfers to the Ph.D. program, they must attempt the QE as soon as they are accepted into the Ph.D. program. QE attempts taken as M.S. students will be counted towards the limit of two attempts. 			

6. This Policy takes effect in Fall 2015, with the first Fall exams to be given in January 2016.

WAIVERS

1. A student can be waived from a particular section of the Qualifying Exam for receiving a final grade of "A" in the corresponding core course. The student and advisor will be notified once the waiver is granted.
2. A student can also apply for a waiver to the Chair of the Qualifying Exam Committee by providing evidence of passing a prior qualifying exam acceptable to the Department. This waiver application must normally be submitted at least one semester prior to the exam.

EXCEPTIONS

Students enrolled prior to Fall 2015 will continue to adhere to all the requirements listed in the previous Qualifying Examination Policy (Revision 2), with the exception of following the new QE schedule outlined in this Policy (Revision 3). The following students are subject to this exception:

1. **Students who began enrollment in the Spring 2015 semester**
These students must adhere to the grade requirements and QE retake policy stated in the previous Policy (Revision 2), but will follow the exam schedule outlined in this Policy (Revision 3) and take the Fall exam in January 2016 (instead of June 2016).
2. **Students who failed the June 2015 Qualifying Examination**
These students will attempt the QE again starting in January 2016: if only a single section was failed in June 2015, only that section must be retaken, but if more than one was failed, all four sections must be retaken. The grade requirements from the previous Policy (Revision 2) remain in effect.
3. **Students enrolled before Spring 2015 who have not yet taken the Qualifying Examination**
These students must adhere to the grade requirements and QE retake policy stated in the previous Policy (Revision 2), but will follow the exam schedule outlined in this Policy (Revision 3) and take the Fall exam in January 2016 (instead of June 2016).
4. **Students who began enrollment in the Spring 2015 semester or before can be waived from the Qualifying Examination only when a final grade of "A" is achieved in ALL four above specified core courses, as stated in the previous Policy (Revision 2).**