MSE ACADEMIC
POLICIES AND PROCEDURES

SUBJECT
PhD Qualifying Examination

Approved by faculty on date via email vote (12 yes, 0 no, 0 abstain)

GENERAL POLICY

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.

PROCEDURE

1. The Qualifying Examination (QE) consists of four sections, split into Fall and Spring components. The Fall exam, given in January, consists of two sections which cover subjects from the Fall core courses (Quantum Mechanics for Materials Scientists, and Thermodynamics of Materials). The Spring exam consists of two sections which cover subjects from the Spring core courses (Materials Characterization, and Electronic, Optical, and Magnetic Materials), and is given in June. Each QE section will be given once per year. 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 Note: Continued financial support for students is subject to the advisor’s policy and can be withdrawn for poor academic and/or qualifier performance.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 intends to transfer to the Ph.D. program, they are strongly encouraged to attempt the QE as soon as they take the corresponding course. If they have not taken the QE, they are required to take the exam at the first opportunity after they are accepted into the Ph.D. program. QE attempts taken as M.S. students will be counted towards the limit of two attempts.
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. A MS student who took the course and received an “A” grade and later enters the PhD program must request waiver from the QE committee for the specific section(s) of the QE.

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 Spring 2015 must complete the requirements described in Qualifying Examination Policy under which they were admitted (Revision 2 or 3). Students who left the Program prior to 2016 and were subsequently readmitted will follow the current policy.