

**Application for Candidacy [D3]**

1. Form must be **typewritten**. All signatures must be legible – if not, they must be printed next to the signature.
2. This form must be submitted immediately after student has passed all written, oral comprehensive examinations and completed all course work, prior to the dissertation phase.
  - a. Consult *Graduate Bulletin* - <http://bulletin.umsl.edu/graduatestudy/> - and confer with your advisor to be sure program meets all departmental and Graduate School requirements.
  - b. After this form has been approved, the student is eligible for Equivalency Hours, under Doctoral Candidacy – work with Graduate Program Director to complete a G14.
3. List only the courses that comprise your doctoral program. All coursework must have a semester/year and grade.
  - a. Use the Special column to identify non-UMSL courses
    - i. If they are from a previously awarded Master’s degree – note the school – ex: Wash U = WU
    - ii. TR = Transfer courses [not part of any awarded degree] – if taken more than 8 years ago, attach a Time Extension Request - See handbook for more information - <http://www.umsl.edu/gradschool/admitted/graduatehandbook.html>
  - b. Total # of future dissertation hours should be included on one line in coursework section.
  - c. Total # of credit hours in program must meet the program minimum.
4. After Graduate Program Director signs – the form should be submitted via the SUBMIT button below to [GradSchoolForms@umsl.edu](mailto:GradSchoolForms@umsl.edu) . Paper forms will not be accepted. Students should keep a copy of all forms.
5. Comprehensive Exam Results – these must reported for D1s approved after November 1, 2015.
  - a. The D1, PtB may be submitted with this form. Do not submit this form without completing the comp exams.
  - b. Previously submitted and approved D1s do not need to be resubmitted.

Name: \_\_\_\_\_

Student Number: \_\_\_\_\_

 \_\_\_\_\_  
 Current Doctoral Degree Program  
 [ex: Education PhD, Biology PhD, etc.]

 \_\_\_\_\_  
 Previously Awarded Graduate Degree and Field  
 [ex: Biology MS, Counseling MA, etc.]

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 Institution where previous graduate degree was awarded

By signing below, I am confirming that I, the student, have completed the coursework listed on page 2. Each subsequent signature confirms that the advisor and Graduate Program Director have ensured that the coursework meets the requirements listed in the Graduate Bulletin. After the Candidate, Advisor and Graduate Program Director have signed, the form must be submitted electronically to [GradSchoolForms@umsl.edu](mailto:GradSchoolForms@umsl.edu) – paper forms will not be accepted.

 \_\_\_\_\_  
 Candidate Signature and Date

 \_\_\_\_\_  
 Advisor Signature and Date

 \_\_\_\_\_  
 Graduate Program Director Signature and Date

 GPD click SUBMIT to send form to [GradSchoolForms@umsl.edu](mailto:GradSchoolForms@umsl.edu)

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 Graduate School Dean Approval



### Application for Candidacy [D3] – Part B [if needed]

| <b>Dept.</b><br><small>ex: CNS ED</small> | <b>Course #</b><br><small>ex: 6400</small> | <b>Course Title</b> | <b>Semester<br/>Hours</b> | <b>Semester/Year</b><br><small>ex: Fall 18</small> | <b>Grade</b> | <b>Special</b> |
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