

**Policy S-4.04
UNIVERSITY OF FLORIDA
COLLEGE OF NURSING**

TITLE:	QUALIFICATIONS FOR PHD STUDENT ADMISSION TO CANDIDACY
PURPOSE:	To address the Graduate School stipulation that each program has its own requirements for candidacy, this policy specifies the requirements for admitting a College of Nursing (CON) PhD student into candidacy.
POLICY STATEMENT:	The CON PhD student achieves candidacy through the qualifying exam by demonstrating to one's supervisory committee the ability to synthesize and integrate knowledge from the program of study in the areas of research, knowledge development, nursing, and an area of concentration. Qualifications to take the qualifying exam include completion of the required program coursework. Admission to candidacy requires independently written and oral evidence of the student's readiness to initiate dissertation research.
PARTIES RESPONSIBLE	The PhD Program Director and graduate faculty are responsible for ensuring that the procedures for the qualifying exam are properly specified, reviewed yearly, updated as needed, and in compliance with applicable University policies.
PARTIES IMPACTED	PhD students, Supervisory committee members, ORS
DEFINITIONS	Candidacy is defined as being eligible to progress toward the PhD as a candidate for the degree.
SUPPORTING PROCEDURES & FORMS	The College of Nursing procedures and forms to be completed (Qualifying Examination: Request to be Examined and Candidacy Checklist) can be found in the College of Nursing PhD student handbook. Other useful information is located at the UF Graduate School site http://gradcatalog.ufl.edu/content.php?catoid=11&navoid=2484#Requirements for Doctoral Degrees http://graduateschool.ufl.edu/media/graduate-school/pdf-files/handbook.pdf

Review or Approval Authority	Responsible Party	Initial Approval / Review	Most Recent Approval / Review Of Changes	Editorial Changes	Policy A-01 Review
	Academic Affairs Committee				
Approval		3/98	9/18		4/16
Approval	Faculty Executive Committee	11/98	9/18		4/16
Approval	Faculty Vote	1/99	9/18		4/16
Approval	Dean	2/99	9/18		4/16

***Bold denotes committee with A-01 approval responsibility.**

PHD in Nursing Science
Qualifying Examination: Request to be Examined

Student: _____ **UFID #:** _____

This is to verify that the student listed above has met all criteria and has Supervisory Committee approval to be examined for the qualifying examination required for PhD studies.

Examination Schedule:

1. Sample questions received from student _____
(date)
2. Examination questions provided to student _____
(2 weeks following #1) (date)
3. Written examination to returned to Committee _____
(2 weeks following #2) (date)
4. Oral examination:
Date _____ Time _____ Room _____
(2-4 weeks following #3)

Signatures:

Student _____	Date _____
Supervisory Chairperson _____	Date _____
Committee Members _____ (minor*)	Date _____
_____	Date _____
_____	Date _____

*Also referred to as “area of concentration”