UNIVERSITY OF MIAMI
SCHOOL of COMMUNICATION

QUALIFYING EXAMINATION COMMITTEE

The University of Miami's Graduate School and School of Communication require doctoral students to pass written and oral qualifying exams after completing all required and elective coursework, totaling 45-48 credit hours depending on their year of entry into the PhD in Communication program.

A qualifying exam committee must have at least four members, including the chair. All members must hold a Ph.D. degree or its equivalent. The chair and two members of the committee must be full-time School of Communication (SoC) faculty and must have graduate faculty standing; the fourth member may be from outside the SoC and may even be outside the University of Miami (UM), but must hold a Ph.D. degree or its equivalent from a regionally accredited school. A short, academic CV (with snail mail, email address, and phone number) must be submitted to the graduate studies office for any committee member outside UM. Exceptions to the committee composition may be approved by the Associate Dean for Graduate Studies and the Dean of the Graduate School. Additional committee members may be added beyond the minimum four, with approval from the Associate Dean for Graduate Studies.

Before setting up the exam, students must obtain the chair and committee members' agreement to serve on the exam committee, indicated by their signature on this Qualifying Exam Committee form. Students must also ask the committee chair to complete *and initial* the exam format section of this form, then submit the form to the Graduate Studies Office. If the committee changes, students must submit an updated copy of this form with signatures.

Students must be in good academic standing (no incompletes and a minimum GPA of 3.0) and enrolled during the semester they take the exams. Exam format options include a traditional exam with questions from each committee member, a take-home exam, or a paper that integrates theory, methods, and content. The main goal is to assess students in a way that best evaluates their scholarly fitness. The written exam must be at least 12 hours, and the oral exam must be scheduled for at least two hours. All committee members must participate in the oral exam.

Directions for student: Please submit this completed form to the Graduate Studies Office.
Directions for exam chair: Please complete the exam format section and initial it.

Student Name: _____ Student Number: _____

Student E-mail Address: _____

Written exam dates: _____ **Date of oral exam:** _____

Exam format: _____

_____

_____

Committee Chair Signature Print Name Date Graduate Faculty Yes / No

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Committee Member Signature Print Name Date Graduate Faculty Yes / No

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Committee Member Signature Print Name Date Graduate Faculty Yes / No

_____

Committee Member Signature Print Name Date Graduate Faculty Yes / No