



College of Education

Graduate Education Office  
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## **Pre-Candidacy Enrollment in ED 9991**

The Graduate School permits PhD students to enroll in ED 9991 prior to candidacy the semester in which the student completes the Final Qualifying Examinations.

1. The student petitions their advisor for enrollment in ED 9991 via e-mail.
2. If the advisor determines that the student is ready for the Final Qualifying Examinations, the student's e-mail petition is forwarded to the Graduate Director with the advisor's support indicated.
3. The Graduate Director will complete an audit of the student's Plan of Work, and if the request is supported, the student will be provided an approval memo.
4. The student completes a Request for Dissertation Research Course Override form, which is available online at <https://gradschool.wayne.edu/students/phd/forms>. The student uploads the approval memo.
5. The Graduate School will review the request and, if approved, issue the appropriate overrides. The student is sent an automated e-mail message to register for ED 9991 with the CRN.
6. The student registers online through Academica for ED 9991 (7.5).

November 12, 2021