

Final Qualifying Exams: Take-Home Format - Checklist Winter 2023

<input checked="" type="checkbox"/>	Date	Activity
	Before December 7	Complete a self-audit of your Doctoral Plan of Work (compare the courses listed on your plan to your transcript to verify completion of required coursework).
	Before January 13	Set date and time for Oral Exams, obtain signatures from all Qualifying Examination Committee members on <i>Final Qualifying Examination Registration form</i> , and request a room for the Oral Exam from the Divisional Testing Coordinator.
	By January 13	Submit the <i>Final Qualifying Examination Registration form</i> with the Take-Home Exam Worksheet to Academic Services at (edforms@wayne.edu).
	January 23 – February 21	Window for starting the written take-home exam.
	February 6 – March 10	Window for ending the written take-home exam.
	No later than 30 days following completion of the Written Exam	The Oral Exam must be held within 15 to 30 days after completion of the written exam. The Oral Exam may not be held when WSU is closed or during Spring Break (March 13 through March 18) and on Study Day (April 25).