

Purdue Graduate School Database Exam Forms

Plan of Study

FORM INITIATOR: This form is initiated and submitted **by the student** using your Purdue Career Account <https://myPurdue.purdue.edu> and clicking on the Plan of Study Generator. You will save it as a draft for preliminary approval by the Graduate Administrator. Final submission of the form will route to Grad Administrator, Research Committee, Grad Program Director, and IUPUI Graduate Office for official approval.

DEADLINE: Third semester for Ph.D. and MS thesis students; one semester prior to intended graduation for MS non-thesis students. Missing the deadline for this form will delay your graduation.

Form 8: Request for Appointment of Examining Committee

FORM INITIATOR: This form is initiated and submitted **by the student** through your Purdue Career Account. Approval of the Form 8 will generate the requested exam form (7, 10, or 11) for the examining committee to use in recording the results of the examination (final defense for MS students; preliminary exam and final defense for Ph.D. candidates).

DEADLINE: Form 8s are required for all thesis-option master's and doctoral candidates to schedule exams, and must be submitted and receive all department signatures at **least two weeks in advance of the exam for MS**, and **at least four weeks for Ph.D. candidates**.

Form 7: Report of Master's Examining Committee

FORM INITIATOR: For thesis-option master's students, approval of the Form 8 generates this form. For non-thesis option master's students, department coordinators are responsible for initiating the Form 7. Form 7s are not required for non-thesis students if the department has an approved Alternative Graduation Criteria. Students do not sign.

DEADLINE: With the exception of non-thesis students in departments with an approved Alternative Criteria, department approvals are needed on Form 7s for all graduating master's candidates on or before the Final Exam Deadline in the session of anticipated graduation.

Form 10: Report of the Preliminary Examination (PhD. Candidates)

FORM INITIATOR: Generated by approval of Form 8 and automatically sent to committee and administration for signatures. Students do not sign.

DEADLINE: At least two full sessions of active registration are required between the preliminary and final exam.

Form 11: Report of the Final Examination (Ph.D. Candidates)

FORM INITIATOR: Generated by approval of Form 8 and automatically sent to committee and administration for signatures. Students do not sign.

DEADLINE: Department approvals are needed on Form 11s for all graduating doctoral candidates on or before the Final Exam Deadline in the session of anticipated graduation.