

# Political Science (POLS)

## Advancement to Candidacy for Ph.D.

### Complete Coursework & Program Requirements

1

Connect with SSHA Graduate Coordinator to review course completion and program requirements:

- Core and Elective Course Requirements
- First Year Exam
- Two semesters of TA Service
- Dissertation Proposal

### Submit Application for Qualifying Exam (AQE) Form to Graduate Division

2

Submit the complete application form to Graduate Division, **at least 30 days prior** to the agreed upon qualifying examination date with your committee.

**Website:** [Application for Qualifying Exam \(AQE\) Form](#)

**Email the form to:** [gradservices@ucmerced.edu](mailto:gradservices@ucmerced.edu)

**CC:** [ssha.grad@ucmerced.edu](mailto:ssha.grad@ucmerced.edu) & [tmartinez@ucmerced.edu](mailto:tmartinez@ucmerced.edu)

### Submit Qualifying Examination Report (QER) to Graduate Division

3

Submit the completed form **within 30 days after** the exam date. Regardless of results, the QER **MUST** be submitted to Graduate Services.

**Website:** [Qualifying Examination Report \(QER\)](#)

**Email the form to:** [gradservices@ucmerced.edu](mailto:gradservices@ucmerced.edu)

**CC:** [ssha.grad@ucmerced.edu](mailto:ssha.grad@ucmerced.edu) & [tmartinez@ucmerced.edu](mailto:tmartinez@ucmerced.edu)

### Review Your MyDegree Path and Submit Ph.D. Candidacy Webform

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Visit MyDegree Path to review your degree audit. All course requirements and program requirements should be satisfied, excluding dissertation. **Connect with your graduate services coordinator if your degree audit has not been satisfied.**

**Ph.D. Candidacy Link:**

<https://graduatedivision.ucmerced.edu/faculty-staff-resources/forms-publications>

### Committee Members and Graduate Chair approve electronically in OnBase

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After the Ph.D. candidacy web form is submitted, graduate students should communicate with all members of the committee, graduate advisor, and graduate chair to ensure web form is reviewed and moved through the approval workflow.

**Advancement to Candidacy Approval Workflow:**

[https://graduatedivision.ucmerced.edu/sites/graduatedivision.ucmerced.edu/files/documents/PDFs/advancement\\_to\\_candidacy\\_approval\\_flow.pdf](https://graduatedivision.ucmerced.edu/sites/graduatedivision.ucmerced.edu/files/documents/PDFs/advancement_to_candidacy_approval_flow.pdf)



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