

Public Health (PHE) Advancement to Candidacy for Ph.D.

1

Complete All Required Core Courses & Program Requirements

Refer to the Public Health graduate policies and procedures handbook for courses and degree requirements.

Website: <https://graduatedivision.ucmerced.edu/academic-studies>

2

Submit Application for Qualifying Exam (AQE) to Graduate Division

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

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

↳ **Email the form to:** gradservices@ucmerced.edu

↳ **CC:** ssha.grad@ucmerced.edu

3

Submit Qualifying Examination Report (QER) to Graduate Division

Submit the completed form within 30 days after the exam date.

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

↳ **Email the form to:** gradservices@ucmerced.edu

↳ **CC:** ssha.grad@ucmerced.edu

4

Complete Ph.D. Candidacy Webform Link

Graduate Division will notify the graduate student once the QER form is processed and to move forward with the Ph.D. candidacy webform link.

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

5

Committee Members and Graduate Chair approve electronically in OnBase

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

6

Graduate Dean Approval

Graduate students will be notified by Graduate Division once their Ph.D. candidacy has been approved and processed.

If Masters Along the Way is selected, additional steps and processing time are required. Contact the PHE Graduate Coordinator or ssha.grad@ucmerced.edu for additional information