

Psychological Sciences (PSYS)

Advancement to Candidacy for Ph.D..

1 Complete All Required Core Courses & Program Requirements
Refer to the Psychological Sciences 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 PSYS Graduate Coordinator or ssha.grad@ucmerced.edu for additional information