

# Cognitive & Information Sciences (CIS) Ph.D Candidacy Steps:

**\*Master's Along the Way (MAW) also included in blue\***

## Review with SSHA Graduate Services

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

You must complete and submit the following forms:

- First and Second research paper & presentation
- Integrative Review Paper (IRP)
- Dissertation Proposal
- Oral Candidacy Exam
- Application for Qualifying Examination – submitted one month prior to the exam date.
- Qualifying Examination Report (QER) – submit after receiving passing results on qualifying exam
- Dissertation Prospectus Report Form – following the approval of the prospectus, along with a copy of the prospectus.

## Complete MAW candidacy form

Complete the Ph.D. Advancement to Candidacy electronic form. Please refer to the link to the Graduate Division website for the form

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

↳ To include MAW: click the MAW field on the Ph.D candidacy form

## Apply for MAW Graduation

Submit a graduation application for the MAW degree **after the Master candidacy webform is approved and processed by the Graduate Division and Office of the Registrar**. You can find the graduation application on Office of the Registrar's forms website. Please refer to the Graduate Division's deadlines for the semester concurrent with the expected graduation term

## Submit Master's Degree Final Report Form

Submit the completed and signed **Final Report for the Master's Degree Form to Graduate Services**. Form can be found on the Graduate Division website under "Forms". CC: Graduate Chair and the SSHA Graduate Coordinator

## Review and Complete Graduation Requirements

Submit the MAW requirements by the Graduate Division deadlines:

### Option 1 – Thesis:

- a signed thesis signature page to Graduate Division ([gradservices@ucmerced.edu](mailto:gradservices@ucmerced.edu)) with your graduate chair, graduate advisor, and SSHA Graduate Services Coordinator CC'ed.
- Submit your Thesis to ProQuest

### Option 2 – Capstone Project:

- a signed capstone signature page to Graduate Division ([gradservices@ucmerced.edu](mailto:gradservices@ucmerced.edu)) with your graduate chair, graduate advisor, and SSHA Graduate Services Coordinator CC'ed.
- Submit your Project to eScholars

### Option 3 – Comprehensive Exam:

- Comprehensive exam results to Graduate Division ([gradservices@ucmerced.edu](mailto:gradservices@ucmerced.edu)) with your graduate chair, graduate advisor, and SSHA Graduate Services Coordinator CC'ed.

