

# Procedures for Qualifying Examination :

The student must provide qualifying examination related information (e.g., time, location, title of the dissertation both in Mandarin Chinese and in English, a name list of committee members. The student can download the "Notice of International Intercollegiate PhD Program Qualifying Exam Form" from the "Form" listed on the IPhD Office webpage.), submit a written form of proposal to the IPhD Office seven days prior to the qualifying examination. After approval by the chairman, the IPhD Office will announce the related information to the public.

**Key point of program chairman's review : Proposal Content, list of committee members**

**\*Students could submit proposal and list of committee 2-4 weeks before, and to make sure it's enough time to finish the review from IPHD program.**

# Key point of IPHD program chairman's review :

## Proposal Content :

- Proposal Structure(necessary)
- Review of Prior Studies and Literature(necessary)
- Research Design & Methods(necessary)
- Preliminary Research Results(important)
- Research Results published(encourage)
- With Interdisciplinary Element (encourage)

## list of committee members :

- Committee members should be have the academic research ability involved in the research proposal.
- **Usually in 48 hours after students submitted, IPHD chairman will give the comment of review first.**
- **If the proposal still has some uncertainly issue after students revise and resubmit, iphd office will organize a preliminary review committee to let students answer questions from committee.**

# Meeting of Preliminary Review Committee

## Purpose of this meeting :

- Committee will from different college, who can provide interdisciplinary comments.
- Preliminary Review Committee will NOT interfere the research way of proposal, but just make sure the basic quality of proposal should be done.
- **The way to do meeting of Preliminary Review Committee**
  1. **Student make oral proposal(10 mins) :**
    - How is research related to interdisciplinary?
    - What results of your research already done?
    - What is your timeline for the research?
  2. **Q & A(10 mins)**
  3. **After meeting, the result of review and comments will email to students and the advisor.**