

## Advancement to Doctoral Candidacy

Date: \_\_\_\_\_

To: Dean of the Graduate School, East Carolina University

From: \_\_\_\_\_  
(Graduate Program Director) (name of doctoral program)

Subject: Advancement to Doctoral Candidacy for \_\_\_\_\_  
(Student Name) (Banner ID:)

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**Instructions:** This form is used by a doctoral student's dissertation advisor and graduate program director and/or committee to verify that a student has completed all program-specific and university requirements to advance doctoral candidacy. Students must achieve doctoral candidacy by fulfilling the basic requirements within the time-limits spelled out in the Graduate Catalog under the section "Advancing to doctoral candidacy" and any additional program-specific requirements. The Graduate School reviews and approves candidacy applications to ensure the dissertation advisor and doctoral committee meet required minimum standards (proper number of qualified faculty) and that appropriate steps will be followed if the dissertation research involves use of human subjects, animal subjects or biohazards. **The Graduate Program Director completes and submits form to Marquerite Latham ([bassm@ecu.edu](mailto:bassm@ecu.edu))**

The above named student has successfully completed all doctoral candidacy requirements:

- The student's program of study has been reviewed and approved
  - All course work required to sit for the candidacy exam has been successfully completed.
  - All required components of the program's candidacy exam have been successfully completed
  - Successful selection of a dissertation research advisor and a dissertation committee
  - The student's dissertation research plan has been reviewed and approved by the dissertation advisor, graduate program director, and/or dissertation committee.
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Working Title of Dissertation Research Topic: \_\_\_\_\_

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Dissertation faculty advisor name and banner id: \_\_\_\_\_

Dissertation committee members (at least three faculty with appropriate qualifications)

_____ (Print name and Banner ID here)	_____ (Print name and Banner ID here)
_____ (Print name and Banner ID here)	_____ (Print name and Banner ID here)
_____ (Print name and Banner ID here)	_____ (Print name and Banner ID here)

\_\_\_ Dissertation research involves human subjects?  
\_\_\_ Has it been approved by the UMCIRB? If not, when will it be reviewed for approval? \_\_\_\_\_

\_\_\_ Dissertation research involves animals?  
\_\_\_ Has it been approved by the IACUC? If not, when will it be reviewed for approval? \_\_\_\_\_

\_\_\_ Dissertation research involve potential biohazards such as recombinant DNA, viral vectors, infectious agents, human blood products etc.?  
\_\_\_ Has it been approved by the by the Biosafety Committee? If not, when will it be reviewed for approval? \_\_\_\_\_

\_\_\_ Dissertation research may lead to inventions or other intellectual property  
\_\_\_ Office of Technology Transfer (OTT) has been contacted? If not, when will OTT be consulted? \_\_\_\_\_

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**Approvals:**

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Dissertation Director Signature

Date

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Program Director Signature and / or committee representative

Date

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Dean of the Graduate School or designee

Date

Dear Student:

Congratulations on achieving doctoral candidacy. In recognition of this milestone, the Graduate School would like to announce your accomplishment to the ECU community. In accordance with the provisions of the Family Educational Rights and Policy Act (FERPA), your written consent is required to release this information. Please indicate your consent below by completing A. or B.

- A.  *By signing below, I hereby give my consent to the East Carolina University Graduate School to announce my advancement to doctoral candidacy through electronic communications and/or other official university notices*

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Name (Printed or typed)

Date

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Signature

- B.  *By signing below, I do not give permission for this information to be announced through electronic communications and/or other official university notices.*

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Name (Printed or typed)

Date

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Signature