DOCTORAL QUALIFYING EXAM REGISTRATION FORM
Counseling Psychology Program ~ Department of Educational Psychology
Fall 2013 – Spring 2014

Complete this form electronically, then print and have your dissertation chair sign at bottom.

Name: ___________________________ Date: ___________________________

I intend to take prelims during (semester and year):

E-mail Address for Written Prelim Question Distribution:

To be eligible to take the counseling psychology prelim exam, you must have completed the following:

1. Successfully Completed Pre-Dissertation Research Project & Received Faculty Approval:
   Date approved Pre-Dissertation Research Project: ___________________________

2. I currently have no outstanding incompletes on my course of study. Further, I have no
   incompletes that have turned, by default, to an E grade, nor any grades below a B- minus in a
   required course (Mark “yes” if you have no outstanding incompletes, defaults, or below-
   acceptable grades): yes no If no, explain on reverse or a separate sheet.
   Attach grade change form signed by instructor if grade change has not appeared on your recent
   transcript.

3. I have taken all of the required core courses outlined in the Prelim Guide: yes no

4. Organized a Doctoral Supervisory Committee:
   Date approved by Department: ___________________________ (Turn in copy of completed materials with this form.)

5. Filed your Program of Studies for the Ph.D. Degree:
   Date accepted by Department: ___________________________ (May be pending. Turn in copy with this form.)

6. Endorsed to take the Prelim Exam by your advisor (pending completion of above):
   Dissertation Chair’s Signature: ___________________________ Date: ___________________________

Return this form, supporting documentation as noted above, and an Unofficial Transcript to Prelim
Director by 5 pm Friday, July 26, 2013 for fall 2013 or 5 pm Friday, December 20, 2013 for spring
2014. If retaking one or more exam items, attach approved remediation plan and letter documenting
your adherence to that plan. It is not necessary to attach Supervisory Committee or Program of Study
forms if you are retaking prelims, unless that information has changed since your previous
registration. Please do attach an updated Unofficial Transcript. Please submit materials electronically
to sue.morrow@utah.edu.