

CERTIFICATION OF GRADUATE STUDENT FOR A DOCTOR OF PHILOSOPHY DEGREE

Completion of this document is to be done in conjunction with a careful consideration of information provided in the departmental “OUTLINE OF GENERAL REQUIREMENTS FOR GRADUATE STUDENTS IN ZOOLOGY.”

This form must be completed by the end of the second semester after entering graduate school by students who either have a MA/MS degree or by students in the MS/MA who intend to continue on into the UW-Madison Zoology Ph.D. Program. Students who plan to earn a MA/MS Degree should first complete the Certification Form for that degree. For students in the MS/MA program, certification does NOT constitute admission to candidacy for the Ph.D. Degree program. (Admission to the Ph.D. Degree program is determined by successful completion of the Preliminary Exam – see below.)

The Ph.D. **Advisory Committee** consists of five members, one of whom must be from outside the Department of Zoology. For the Option A minor, the Minor Professor may serve as the external committee member. The Ph.D. Advisor/Major Professor is the only committee member required to be from the Department of Zoology. It is acceptable to have a 4-member AC for the certification meeting and qualifying exam, but the full 5-member committee must be present for the preliminary exam and the final (oral) exam.

In addition to Certification, a student pursuing a Ph.D. Degree must pass a **Qualifying Examination**, a **Preliminary Examination**, and a **Final Exam**.

The **Qualifying Exam**: The qualifying exam (QE) is a diagnostic exam used by the student’s Advisory Committee (AC) to recommend or require courses and additional activities to prepare a student for Ph.D. research. The scope of the QE will be limited during the Ph.D. Certification through the selection of a subset of eight areas within the biological sciences. Outcomes of the QE are: (1) pass, (2) pass with the requirement to take specified courses and/or perform additional activities, (3) fail with the option of retaking the QE within two semester, and (4) fail for the second time, at which point the student will not be given the option of taking the QE for a third time. Because the QE is primarily a diagnostic exam, outcomes (3) and (4) are rare. Performance on the QE does not influence a student’s progress towards a MS/MA degree.

The QE must be taken within 3 semesters of entering graduate school. Therefore, the QE will ordinarily be taken before completion of the MS/MA degree. Exceptions to this schedule can be made by the AC, particularly in the case of students who start as Category A1 but subsequently wish to proceed for a Ph.D. degree (see Item 7 on Master’s Certification Form).

The **Preliminary Exam**: The preliminary exam (PE) is centered around the research proposed for a student’s Ph.D. dissertation, and is designed to determine whether a student may proceed towards candidacy for the Ph.D. The PE must include a written research proposal. In the PE, the student must defend the research proposal and satisfy the AC that s/he has sufficient background to see the work to completion. A successful research proposal will normally include preliminary data/results to show that the proposed work is feasible. However, the PE should be completed before the bulk of research is performed. The PE gives the AC the opportunity to make extensive suggestions on the proposed research and set out expectations for a successful Ph.D. research project. Outcomes of the PE are (1) pass, (2) fail with the option of retaking the PE within 2 semesters, and (3) fail without the option of retaking the PE.

The PE is taken within two semesters of completing a MA/MS degree in UW-Madison Zoology or within two years of entering UW-Madison Zoology from another program (with or without an MA/MS degree).

The **Final Exam** is a detailed defense of the research described in the completed Ph.D. dissertation. A detailed defense of the research in the completed dissertation. The exam may be taken no sooner than 1 year following completion of the Preliminary Examination. All members of AC present. Students are required to present the results of their research at a departmental **colloquium** before being awarded their Ph.D. Degree. A joint colloquium with another department is acceptable in meeting this requirement.

Academic History

Name:

Undergraduate work

Institution:

Dates attended:

Major subjects:

Degree (with date):

Undergraduate work

Institution:

Dates attended:

Major subjects:

Degree (with date):

Graduate work

Institution:

Dates attended:

Major subjects:

Degree (with dates):

Date entered the UW-Madison Graduate School:

Requirements for a Ph.D. Degree

1. Basic courses (List course titles, credits, and institution)

Physics (1 yr.)

Chemistry (1 yr.)

Organic Chemistry (1 sem.)

Mathematics/Statistics (1 yr.)

[Substitutions or waivers for these requirements can be made only with the approval of the Ph.D. Advisory Committee and authorization by the Chair of the Department of Zoology.]

2. Courses that, together, represent a BA/BS Degree from an accredited university. (Attach transcripts)

3. In order to prepare for the Qualifying Examination, the Advisory Committee and the student should select a subset of the 8 areas listed below. Courses in Life Sciences, already taken or in progress, should be listed under the areas of specialization in order to highlight the strengths and weaknesses of the student's background in these areas. Students are expected to be examined in 3-5 of these areas.

_____ a. biochemistry and/or physiological chemistry

_____ b. genetics

_____ c. cell biology

_____ d. developmental biology

_____ e. physiology and/or morphology

_____ f. evolution

_____ g. population biology and/or ecology

_____ h. ethology

[Indicate with an "X" the areas of specialization for the Qualifying Examination.]

4. Courses taken after enrollment as a graduate student.

- a. Students entering with a BA/BS Degree (Category B students).

Must total at least 18 graduate credits, with 6 credits earned in formal courses (i.e., other than research and seminars). Of the 18 credits, 14 (research & seminars included) must be taken in Zoology. Students must enroll in graduate seminar for their first two semesters, and take at least one seminar every year thereafter. One course covering modern evolutionary biology (as determined by the AC) is also required. COURSES USED TO SATISFY THIS REQUIREMENT CANNOT BE USED TO SATISFY REQUIREMENTS 1. AND 2., ABOVE OR THE REQUIREMENTS FOR THE MINOR (P.5).

- b. Students entering with a MA/MS Degree (Category C students). Course/credits requirements to be determined by the AC.

5. Courses/special exams/written reports or other requirements specified by the Advisory Committee (identify).

6. Courses recommended but not required by the Advisory Committee.

7. Evidence of proficiency in scientific writing to be provided prior to or as a part of the Qualifying Examination (Category B students).

Needed (when: _____).

Not needed

8. ADDITIONAL REQUIREMENTS TO BE DETERMINED AT THE QUALIFYING EXAM.

9. Teaching requirement. [Subject to Departmental authorization]

One semester of at least a 1/3 time teaching assistantship is required. This requirement can be met by teaching completed at another institution (teaching experience as defined by the TAA agreement).

Teaching requirement met at time of Certification.

Must meet requirement.

AC-approved waiver (explain):

10. Language Requirements: To be determined by the Advisory Committee.

MINOR

Option A minor

The Option A (“designated”) minor requires 10 credits taken in a department other than the Department of Zoology, as specified by that department. The Option A minor must be approved by the Minor Professor or the departmental chair of the minor department (see Graduate School Catalog).

Department:

Courses (List course titles, credits and institution)

Approval of proposed Option A minor:

(signature, Minor Professor
or Chair, Minor Department)

(date)

Option B minor

The Option B (“distributed”) minor requires 10 credits taken in one or more departments and can include course work done in the Department of Zoology. The Option B minor requires approval of the Chair of the Department of Zoology (see Graduate School Catalog).

Department:

Courses (List course titles, credits and institution)

Department:

Courses (List course titles, credits and institution)

Approval of proposed Option B minor:

(signature, Chair, Zoology)

(date)

Approved by the Ph.D. Advisory Committee

Date:

	Signature	Name (typed)	Department
1.	(Major Professor)		
2.			
3.			
4.			
5.			

[Signing this document certifies that successful completion of the proposed list of courses and the Qualifying Exam, the Prelim. Exam, the Final Exam and Colloquium Presentation will satisfy the requirements for a Ph.D. Degree.]

I understand all terms and conditions contained in this document and the information provided in the "OUTLINE OF GENERAL REQUIREMENTS FOR GRADUATE STUDENTS IN ZOOLOGY" and recognize that they constitute the requirements for a Ph.D. in Zoology, University of Wisconsin-Madison.

Graduate Student Signature_____

Date:_____

[All parties involved in this certification recognize that contingencies may arise during the course of graduate study that alter close adherence to the time schedules recommended herein. The Advisory Committee will sympathetically consider adjustments appropriate to the nature of the contingencies.]