

Steps for Prelim Exam

Doctoral Students:

Before your Prelim

1. **Register for 590 Individual Topics.** (After your Prelim, you will register for 599 Thesis Research until your Final Defense.)
2. **Work with your Advisor to Schedule your Prelim.** Following completion of coursework, students will take a preliminary examination (no later than the end of the 1st semester of their 3rd year). Go to [Graduate Resources/FAQ](#) for information about the Prelim, or download the [Program Handbook](#) for more thorough information.
3. **Reserve a room** for your Prelim after the date and time have been approved by your committee, and inform the Animal Biology Office Administrator of the date, time, and place. If you need help in reserving a room, contact the Animal Biology Office Administrator.
4. **Give the names** of your committee members and the Chair to the Animal Biology Office Administrator in order to **get approval from the Grad College for your committee.** This *must* be done before your Prelim, preferably at least 3 weeks before.
5. Fill out the **AB Pre-Prelim Form**, see Page 2, with your committee members. Each student should meet briefly with each committee member prior to the exams. During this meeting, expectations for both the oral and written exams should be discussed.

After your Prelim

A passing grade qualifies the student as a Ph.D. candidate. If the committee determines that a student's performance during the exam does not warrant a passing grade, they will defer their decision. A deferred decision will require you to take a second preliminary examination no later than the following semester (within 180 days of the first try). A second failure will result in dismissal from the program.

AB Pre-Prelim Form

STUDENT: _____

Each student should meet briefly with each committee member prior to the exams. During this meeting, expectations for both the oral and written exams should be discussed. For each committee member, please indicate which of the six areas (Ecology, Evolution, Behavior, Genetics, Physiology, and Conservation) s/he will cover. All committees should have representation from at least three (3) areas.

Committee Member	Area(s) to be examined	Signature	Date
Additional Comments:			

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