UNM | *Graduate Studies*

University of New Mexico
MSC 03 2180
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APPLICATION FOR CANDIDACY FOR THE DOCTORAL or MFA DEGREE

This application is to be submitted to the Dean of Graduate Studies during the term in which you have passed the comprehensive examination <u>and</u> fulfilled any language or research skill requirement. Your application will be approved only if your graduate grade point average is at least 3.0 in courses taken since admission to the doctoral program as well as in all courses listed on this application. **The Application for Candidacy should be submitted for review/approval to the department for program signatures and, finally, submitted to the Dean of Graduate Studies by the end of the term that the PhD/MFA Comprehensive Examination is completed but no later than the term before he/she wishes to graduate.**

Please print legibly or type.

1) Personal Information

UNM ID Number: _____ Date: _____

Name (as it appears on UNM record): _____

First	Middle	Last

Other Names used at UNM: _____

First	Middle	Last

Local Address: _____

Street	City	State	Zip	Telephone

Permanent Address: _____

Street	City	State	Zip	Telephone

Email Address: _____

2) Degree(s) currently held (list degree, major, institution & date conferred for each): **Print legibly/ No Abbreviations**

Degree	Major	Institution	Date Conferred
Degree	Major	Institution	Date Conferred
Degree	Major	Institution	Date Conferred

3) UNM Degree Sought: Select appropriate Degree option: (list <u>exactly</u> as shown in the *University Catalog*)

Graduate Unit/Department: _____

☐ **Doctoral Degree Only: PhD** ☐ **MFA** ☐ **EdD** ☐   ☐ **Graduate Certificate Only**

☐ **Doctoral Degree** (plus Graduate Certificate): **PhD** ☐ **MFA** ☐ **EdD** ☐

Degree Abbreviation (Primary Program)	Major	Banner Major Code

Degree Abbreviation (Secondary Program - Dual/Certificate) Major		Banner Major Code

4) Concentration (if any): _____

5) Minor (if any): If declaring a formal minor, additional paperwork is required _____

6) Term and year in which you expect to complete all requirements for this degree: _____

Fall/Spring/Summer   Year

7) Catalog Year: You must meet <u>all</u> the degree requirements of <u>any</u> *Graduate University Catalog* in effect since the first term enrolled in your doctoral program at UNM as long as continuous enrollment is maintained.

Which publication have you selected?	☐ 200Ï - 200Ì	☐ 200Ì - 200J	☐ 200J- 20F0	☐ 2010- 2011	☐ 2011- 2012	☐ 2012- 2013	☐ 2013- 2014	☐ 2014- 2015

PROGRAM OF DOCTORAL STUDY
(Within each section list all courses in CHRONOLOGICAL ORDER.)

8) DOCTORAL PROGRAM CREDITS -- A minimum of 48 semester hours of coursework (some programs require more) plus 18 hours of dissertation credits; 24 hours of course work must be completed at UNM, of which 18 hours must be taken after admission to the doctoral program. The remaining 24 hours may include <u>credit applied to a master's degree</u>, 12 hours of <u>UNM graduate credit taken prior to the doctoral program</u> but not applied to a master's degree.

    A. MAJOR CREDITS: Courses used to fulfill MAJOR requirements completed (or to be completed) at UNM <u>after admission to your doctoral program</u>. Place a check mark in the left hand column (labeled "c") for any course used to meet a <u>specific core requirement of your program</u>. For dissertation credits on the last line, show only the *first term* <u>in which you intend to enroll in 699</u>.

C	Dept & Course #	Course Title	Term Hrs	Grade	Term/Year (e.g. Fall/2007)	UNM Instructor
699		Dissertation Hours	18			

9) MINOR OR SUPPORTING CREDITS: Courses used to fulfill MINOR requirements completed at UNM <u>after admission to your doctoral program</u>.

C	Dept & Course #	Course Title	Term Hrs	Grade	Term/Year (e.g. Fall/2007)	UNM Instructor

10) **MASTER'S PROGRAM CREDITS:** Credits completed at UNM or another institution in a related master's program and to be applied toward your doctoral degree (may include up to 6 term hours of thesis credits). Credits from another institution must be graded at least "B" (3.0).

C	Dept & Course #	Course Title	Term Hrs	Grade	Term/Year (e.g. Fall/2007)	Institution Name/or UNM Instructor

11) **TRANSFER COURSES or NON-DEGREE CREDITS:** Courses completed at an institution other than UNM or at UNM in non-degree status, and used to fulfill requirements for this degree. Do *not* include Master's credits listed in section 10 above. Graduate programs must determine that: (1) these are graduate credits; and, (2) the courses have appropriate content for this degree. Include a photocopy of the original transcript for credits not completed at UNM. Credits from another institution must be graded at least "B" (3.0).

C	Dept & Course #	Course Title	Term Hrs	Grade	Term/Year (e.g. Fall/2007)	Institution Name or UNM Instructor

12) **TRANSCRIPTED GRADUATE CERTIFICATE COURSES**: List courses completed to fulfill the requirements established by the certificate program as listed on front page.

*	Dept & Course #	Course Title	Term Hrs	Grade	Term/Year (e.g. Fall/2007)	Instructor

13) LANGUAGE/SKILL REQUIREMENT HAS BEEN MET

_____
Verified by signature of Dissertation advisor
_____

1. During the term in which you have passed the comprehensive exam and fulfilled any language or research skill requirement, you should submit this application, accompanied by the signed forms that certify those requirements.
2. After approval, changes may be made only upon written recommendation of the Chairperson or Graduate Director of the graduate unit to the Dean of Graduate Studies. Extensive changes require submission of a revised application.
3. Credits used to fulfill requirements for any other degree may not be applied toward this degree, other than Master's Program Credits listed in Section 2 above
4. The number of non-degree credits, extension credits , and transfer credits that may be applied toward this degree varies depending upon the *Catalog* selected, as well as the particular graduate program.
5. Students are responsible for knowing all UNM graduate regulation and requirements related to their degree as well as those specific to their program.

- **Credits used to fulfill requirements for any other degree may not be applied toward this degree**
- **You are responsible for knowing all UNM graduate regulations and requirements, as well as those specific to your graduate program. You are encouraged to obtain a *University Catalog* and obtain copies of your program's particular graduate requirements**

14) APPROVALS (Unit #1 – Primary)

_____
Signature of Student   Date

_____
Signature of Major Advisor   Date

_____
Major Advisor (printed or typed name)   Date

_____
Signature of Faculty Graduate Director or Graduate Unit Chair   Date

_____
Signature of Dean of Graduate Studies   Date

15) APPROVALS (Unit #2 – Secondary Program - Dual/Certificate)

_____
Signature of Student   Date

_____
Signature of Major Advisor   Date

_____
Major Advisor (printed or typed name)   Date

_____
Signature of Faculty Graduate Director or Graduate Unit Chair   Date

_____
Signature of Dean of Graduate Studies   Date

Review Date: _____

Degree: _____   Major:_____   Banner MajorCode:_____

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Plan I ☐

Coursework [   ]   ____   Required Courses: _____

Diss/Thesis [   ]   ____ _____

500 Min   [   ]   _____

Prob Max   [   ]   _____

Master's hrs [   ]   _____

Lang/Skill (1) _____   (2) _____   Transf / ND / Ext / UG _____

GPS (3.0) _____   Instr. (50%) ____   Time Limit _____   Extension _____

Post Masters _____   18 hrs after _____   24 @ UNM _____   Doc / MFA Comp ___

Processor _____   Approved as presented this date _____