

DEPARTMENT OF ENTOMOLOGY

GUIDELINES FOR NORMATIVE ACADEMIC PROGRESS FOR GRADUATE STUDENTS

In order to enhance the progression of each graduate student through the Entomology Graduate Program, a set of guidelines for **normative academic progress** has been developed by the faculty. These guidelines permit not only the student but also the student's major professor, the academic advisor, the guidance/thesis committee, and Graduate Studies to monitor the progress of each student at all stages of his/her academic program.

However, the **student is responsible** for actively endorsing the spirit of normative progress, and ensuring that he/she stays within the guidelines. Such spirit will catalyze professors and other students to create a stimulating and profitable academic environment, and to generate excellence in future degree holders. The faculty are researchers and educators, not enforcers of laws, and will respond to enthusiasm and excellence in students.

Why have a **graduate advisor**? The advisor is there to provide you with guidance on factual matters such as which courses you have taken, what courses you need, and what courses will best serve your interests. The advisor can also provide you with unofficial copies of transcripts and GRE scores. The advisor is also there to help you with personal or academic problems that require a shoulder or more serious mediation. The graduate advisor is also responsible for reporting on your progress through the degree program; it is your responsibility to keep your advisor apprised of your progress. Failure to do so can result in academic probation.

Below, the guidelines are explained with regard to *nine* major elements of a student's residence in the Entomology Department:

1. Entrance into Program
2. Establishment of Guidance/Thesis Committee
3. Required courses and seminars
4. Annual Appraisal of Academic Progress
5. Departmental examination
6. Thesis Proposal
7. Qualifying for the Degree: The Qualifying Examination and Candidacy
8. The Thesis and Exit Seminar
9. Meeting Normative Progress

1. Entrance into the Program

Within the first few days of arrival, the new student will arrange a joint meeting with his/her **graduate advisor** and **major professor** to discuss the student's academic record in order to ascertain academic strengths and/or deficiencies, to establish any coursework requirements of the major professor that relate to the student's program, and to establish a **Guidance Committee**. Because the Entomology program no longer has a fixed core curriculum, the responsibility for choosing appropriate coursework rests on the student, the major professor, and the Guidance Committee. Requirements should be specified in some detail, but can be modified at subsequent Guidance Committee meetings. This initial and early perusal of the student's academic background expedites the student's enrollment in courses.

At this time the graduate advisor will explain to the student the **minimum preparatory course requirements**, the guidelines for **normative progress**, and the roles of the **graduate advisor**, the **major professor**, and the **Guidance/Thesis Committee** in assessing the student's academic progress during his/her period in the program. The graduate advisor will explain to the student the importance and urgency of immediately establishing a Guidance Committee (see **2** below).

2. Establishment of Guidance or Thesis Committees

Guidance Committee: Each **new student's** progress shall initially be monitored by a **Guidance Committee**. This committee shall be formally established within the first week of the student's arrival in the program by joint consultation of the student, the major professor, and the graduate advisor. It is advisable for the new student to meet with this committee as soon as possible to provide guidance about course work and course loads, and to facilitate the student's assimilation into the academic program.

The Guidance Committee shall consist of *three* members, the major professor, who usually serves as Chair, and two other faculty members, who need not be in Entomology or on this campus.

The Guidance Committee is mandated to **meet** at least **once a year** (in the Spring), except in the first year, when there will be both the initial Fall meeting and a meeting in the Spring. Each student and his/her major professor will be advised of mandatory meetings via written notification from the graduate advisor. It is the **student's responsibility** to ensure that these meetings are held (see under **Annual Appraisal of Progress**). Additional meetings can be arranged by the graduate student at any time. Holding the annual Spring meeting is mandated by the Graduate Division.

The initial role of the Guidance Committee is to aid the student in designing his/her academic plan, and to serve as a resource for establishment of a thesis project. Students will maintain a Guidance Committee until they have taken the Qualifying Examination (usually after two years in the program). Once the qualifying examination has been passed, a thesis committee is formed. This committee can be the same as the guidance committee, or membership can be partially changed to reflect the direction of the research.

Students in the M.S. II plan (course work only) must also establish a Guidance Committee.

Thesis Committee: Once a student has completed their Qualifying Examination, he/she must establish a **Thesis Committee**. This committee is formally established by completing the form that reports the results of the Qualifying Exam and lists the members of the thesis committee (this form is also the student's petition for Advancement to Candidacy). The students receive this form from the chair of the Qualifying Exam committee immediately upon successful completion of the exam. The formation of a Thesis Committee abolishes the Guidance Committee. It is the members of this committee who will oversee the completion of the thesis and finally sign the title page.

The Thesis Committee is composed of three members, the major professor as chair, and two other faculty members. If any committee member is not an Academic Senate member (= does not have a professorial title), or is from another institution (government or university), a written justification must be made through the graduate advisor to the Dean of Graduate Studies. Consult with your graduate advisor about this membership.

Thesis committee members are chosen by mutual consent of the student, the prospective members, and the major professor. Such members are usually chosen because of their expertise in fields germane to the student's research. If it serves the interests of the student, the members of the Guidance committee may continue to serve on the Thesis Committee. Their service still requires approval by the graduate advisor and formal endorsement by Graduate Studies. The student, in conjunction with his/her major professor, can at any time request a change in the composition of the Guidance or Thesis Committee. However, any change in the composition of committees must first be approved by the graduate advisor, and secondarily in the case of the Thesis Committee by Graduate Studies.

3. Course and Seminar Requirements

There is no fixed core curriculum in the Entomology graduate program. Thus, the responsibility for choosing an appropriate set of required courses falls to the student and the major professor, in consultation with the Guidance Committee.

The Entomology graduate program does maintain a requirement for all students to take a series of participatory seminar courses (i.e., seminars in which students make a formal presentation or lead a discussion). Requirements include:

- a. 2 seminars offered outside the department. Each should be in a different subject area.
- b. 4 seminars offered within the Entomology department; each should be in a different subject area (e.g., physiology, behavior, systematics, agricultural entomology).

Note that seminar requirements DO NOT have to be completed prior to the Qualifying Exam.

4. Annual Appraisal of Academic Progress

The long-term role of the Guidance/Thesis Committee is to aid the student in the development and completion of an academic program and/or the thesis. The Guidance/Thesis Committee will annually assess the academic progress of the student by reviewing:

- 1) the quality and degree of completion of course work,
- 2) progress made towards completion of research, and
- 3) a yearly 1-2 page brief, written summary by the student describing progress towards establishment/completion of academic plan and research (required in Spring).

Graduate Studies requires the graduate advisor to formally review each year the progress of each student towards completion of his/her educational objectives (= normative progress). This review is accomplished in the following manner.

The graduate advisor will annually call for the mandatory Spring meeting of the Guidance/Thesis Committee. The call will be sent both to the student and the major professor. Accompanying the call will be the graduate advisor's written assessment of the student's normative progress. This assessment is based solely on a clerical determination of the degree to which a student is making normative progress in completion of academic requirements as outlined below (section 7). Upon receipt of this call/appraisal, the student is then responsible for:

- 1) writing a brief 1-2 page summary of academic progress (= progress report),
- 2) arranging for a time and place to hold the meeting,
- 3) obtaining signed endorsement of the progress report, and
- 4) submitted the endorsed report to the graduate advisor.

The written progress report must contain the following information:

- a) a tabulation of courses taken and grades obtained,
- b) a tabulation of courses to be taken,
- c) a paragraph describing progress towards fulfillment of other academic requirements such as **departmental exam**, **thesis proposal**, and **qualifying examination**, describing if relevant, time frames and necessary preparations (e.g., remaining course work) and describing future academic plans,
- d) a brief description of progress towards completion of the thesis; the progress report is not a scientific report; a scientific report can be done separately without mediation by the graduate advisor, and
- e) if relevant, a justification of why normative progress is not being made.

At the meeting, the student will orally and briefly present his/her report. The Guidance/Thesis Committee is responsible for ensuring normative progress is attained and, in accordance with the guidelines herein, for assessing the quality of thesis-related work. The written report will be endorsed by signature of all members of the Guidance/Thesis Committee. Endorsement signifies that the student is achieving normative progress. This endorsement must be **completed** by June 25, and **returned** to the graduate advisor in order to permit the advisor sufficient time to inform Graduate Studies of the student's status.

If the graduate advisor has indicated on the form attached to the call that the student has not made normative progress, the student must justify in the report reasons for lack of normative progress. In accordance, the Guidance/Thesis Committee must provide a brief written statement agreeing with the graduate advisor's assessment. Disagreements will be resolved by a meeting of the graduate advisor with the Guidance/Thesis Committee.

Only marginal or unsatisfactory performance is reported to Graduate Studies. An unsatisfactory performance results in the student's being placed on academic probation **The lack of submittal of an endorsed report from the Spring meeting to the graduate advisor will constitute unsatisfactory performance in meeting normative progress.** It is on the basis of this report that the graduate advisor will report satisfactory or unsatisfactory progress towards the Graduate Division (this is the Day of Reckoning!). Two successive unsatisfactory reports can lead to academic suspension.

5. **Departmental Exam**

The **Departmental Examination** must be completed by Ph.D. students prior to administering the **Qualifying Exam**, and is to be completed no later than the beginning of the second year in the program. (This exam is not required for M.Sc. students.) The **Departmental Exam** will mandate that students develop a general knowledge of entomology and an ability to think critically/conceptually, and it will identify any major weaknesses or deficiencies in their understanding of entomology. General entomology is a required subject area on all **Qualifying Exams**. The **Departmental Exam** will fulfill that requirement. It is the responsibility of the student to plan, with the advice of his/her Guidance Committee, for the Departmental Exam.

The **Departmental Exam Committee** will be appointed by the chair of the department.

6. **Thesis Proposal**

Each student will be required (by end of first year for M.S. I and second year for Ph.D.) to submit and defend a **thesis proposal**. The written proposal (*three-five* pages plus references) will be **submitted** to the Guidance Committee **two weeks in advance** of the proposed date of defense of the proposal. All students and faculty in the department will be informed via department mail or e-mail of the title of the proposal and the date, time, and place of the defense. It is the student's responsibility to make appropriate reservations and arrangements for the defense.

The thesis proposal is a defense of concrete, reasoned ideas about the student's projected research. It is not a defense of results, nor a scientific research publication. The student, through reading of primary scientific literature, course work and laboratory work should have developed a feasible research topic. The proposal should follow the format of a grant that is organized in sections such as the following: *Introduction, Hypothesis, Justification and Significance, Methodology, Expected Results, and Importance to Field*. Your major professor should help you with the logic and presentation of the thesis proposal.

The public defense of the thesis proposal will involve a formal 20-30 minute oral presentation by the examinee to the Guidance Committee (chaired by major professor) and audience; after which, the committee will ask questions about the proposal for 1/2 to 1 hour. Since the defense is a public forum, the candidate may be asked questions by the audience after formal examination by the Guidance Committee.

The successful defense of thesis proposal is requisite for advancement to Candidacy. If the defense is deemed unsatisfactory, the student may be asked to repeat the defense.

7. Qualifying for the Degree: The Qualifying Examination and Candidacy

The rules for filing for **Candidacy** and taking the **Qualifying Examination** are specified by Graduate Studies, although are subject to some modification by the needs of given academic programs.

The rules for the M.S. degree are different from those for the Ph.D. The unit requirements for the various degrees are specified in attachments **E, F, and G**. The unit requirements for the two M.S. degrees are set by Graduate Studies. The requirements for the Ph.D., other than those for residence, are set by the graduate program (= Entomology Department).

It is important that all students be prompt in applying for advancement to **Candidacy**. Upon successfully completing the qualifying examination, students will receive a form from the Chair of the Qualifying Exam Committee. This form reports the successful completion of the exam; the student fills out the proposed thesis committee members and a proposed thesis title on this form, and submits the form to the Graduate Division. Approval of the thesis committee constitutes advancement to candidacy. Your future eligibility to be appointed as an RA or TA is contingent upon obtaining candidacy in a timely fashion. Students are automatically eligible for appointment during the **first 9 quarters**. Students are encouraged to take their Qualifying Exam as early as possible (as soon as coursework requirements are completed and a line of research has been established). Students who have not taken their Qualifying Exam by the end of their 8th quarter must meet with their Guidance Committee to schedule their exam for the 9th quarter. Further eligibility, up to a maximum of **15 quarters**, requires advancement to Candidacy. Eligibility also requires that the student have a GPA of 3.0 or better. (Note: Summer quarters are not counted in these requirements.)

The Master's Student

All **M.S.** students must file an application for **Candidacy** after completion of at least one-half of the course requirements for the degree and at least one quarter before completion of all degree requirements (30 and 36 units of upper division and graduate level courses for M.S. I & II, respectively). A student may not take the comprehensive examination or file his/her thesis before qualifying for candidacy. A student must be **registered** during the quarter in which he/she takes the comprehensive examination and/or submits the thesis. The student must be advanced to Candidacy by the **end of the 9th quarter**.

After qualification for the degree, a student on the M.S. II plan, in lieu of a thesis, is required to pass a final **comprehensive oral examination** in order to obtain the degree. This examination assesses the student's knowledge of course work taken to qualify for the degree. Usually the members of the Guidance Committee will serve as members of the comprehensive oral examination committee. This student must consult his/her graduate advisor concerning the formal establishment of this examination committee. The membership of this committee must also be approved by Graduate Studies. After the student and the major professor have been formally notified of membership, it is the student's responsibility to inform the committee members of their charge, and arrange a date, time, and place of examination.

The Ph.D. Student

All **Ph.D.** students must be advanced to Candidacy **by the end of the 9th quarter**. However, the student must first take his/her **Qualifying Examination** before applying for advancement to Candidacy. Eligibility for taking the Qualifying Examination requires the student to have completed all minimum preparatory requirements, deficiencies, all departmental requirements [courses specified by Guidance/Thesis Committee, the thesis proposal], the Departmental Examination, and appropriate academic preparation to permit the student to defend the subjects of choice in the Qualifying Examination. The student must be **registered** in the quarter in which the Qualifying Exam is taken, and must have at least a **B** average (or 3.0 GPA) in all graduate course work.

General entomology is a required subject area on all **Qualifying Exams**. The **Departmental Exam** will fulfill that requirement. In addition to the subject of general entomology, students will defend 4 additional areas on their **Qualifying Exam**, two within entomology and two outside. It is the responsibility of the student to plan, with the advice of his/her Guidance Committee, for the Departmental and Qualifying Examinations. The **Qualifying Examination** should be taken approximately between the **6th** and **9th** quarters, still permitting the student to apply for and advance to Candidacy **by the end of the third year** in residence (equivalent to the end of **9th quarter**). Failure to take the Qualifying Examination within this time frame constitutes breach of **normative progress**, and requires a special petition from the graduate advisor to Graduate Studies to extend the limit for advancing to Candidacy.

Application for taking the Qualifying Examination is as follows.

The student consults with his/her graduate advisor concerning the exact composition of the examination committee. This committee is composed of five faculty members who are chosen by the student in conjunction with his/her Guidance/Thesis Committee (the chair of the Departmental Examination Committee is considered to be the fifth member of the committee, covering the area of Entomology). Members of the Guidance/Thesis Committee may serve on the Qualifying Examination Committee; however the Major Professor may not serve on the Qualifying Examination Committee. Committee members are often professors from whom the student has taken upper division courses in areas the student wishes to defend. It is the responsibility of the student to confer with faculty about their willingness to serve as examiners. Additional information concerning the Qualifying Examination is available from your graduate advisor. Once the prospective members of the examination committee have been identified, the graduate advisor is notified by the student and the student then petitions Graduate Studies for formal assignment of those faculties to the committee. This takes about two weeks.

After verification by the Dean's signature, Graduate Studies will mail to the student and the department a copy of the Application for Qualifying Examinations; the prospective committee members **will not be notified!** It is the **student's responsibility** to arrange a date, time, and place of the examination.

The student must not hold the examination before the committee members have been officially approved by Graduate Studies.

8. The Thesis and Exit Seminar

The topic of the thesis will be agreed upon by the student and his/her major professor in consultation with the Thesis Committee, and must be passed (and signed by) the Thesis Committee to complete the degree, as required by the Graduate Division.

Prior to leaving the campus, the candidate is **STRONGLY ENCOURAGED** to present a departmental seminar in the regular departmental series, or failing that to give a special seminar in an alternate time slot, reporting the results of their thesis research.

9. Meeting Normative Progress

The criteria by which satisfactory progress of the student is judged by the major professor, the Guidance/Thesis Committee members, and the Graduate Advisor are outlined below. These criteria serve only as **guidelines**. Undoubtedly variance will be permitted to accommodate specific situations.

Students are responsible for monitoring their own normative progress. A checklist for each degree is provided in addition to the following summaries to facilitate self-monitoring: (next page)

M.S. Plan I	The normative time period for completion of all requirements is <i>two-three</i> years. The student should have met the following guidelines throughout the normative progression by:	
Year 1	A.	Establishment of a Guidance Committee before end of first quarter.
	B.	Completion of 1/2 of preparatory requirements and 10-15 units toward the 30 unit requirement.
	C.	Defense of thesis proposal by the end of first year in residence.
	D.	Submission of brief yearly progress report (<i>one-two</i> pages) to Guidance Committee.
Year 2	A.	Completion of course requirements by end of year. Filing of application for candidacy before 6 quarters in residence. Establishment of Thesis Committee.
	B.	Submission of brief yearly progress report (<i>one-two</i> pages) to Thesis Committee.
Year 3	A.	Completion of all course work.
	B.	Completion of thesis, or submission of brief yearly progress report (<i>one-two</i> pages) to Thesis Committee explaining when thesis will be finished.

M.S. Plan II	The normative time period for completion of all requirements is <i>two</i> years. The student should have met the following guidelines throughout the normative progression by:	
Year 1	A.	Establishment by end of first quarter in residence of a Guidance Committee.
	B.	Completion of 1/2 of course requirements, and 18 units toward the 36 unit requirement.
	C.	Submission of brief yearly progress report (<i>one-two</i> pages) on academic progress to Guidance Committee.
Year 2	A.	Completion of all course work and oral comprehensive examination by the end of the second year. The student must apply for Advancement to Candidacy one quarter before taking the comprehensive examination.

Ph.D.	The normative time period for completion of all requirements is <i>four-five</i> years. The student should have met the following guidelines throughout the normative progression by:	
Years 1-3	A.	Establishment of a Guidance Committee by end of first quarter in residence, but preferably in the first week or two of entrance into the program.
	B.	Completion of departmental exam no later than the beginning of year 2.
	C.	Completion of all course requirements prior to the Qualifying Exam.
	D.	Defense of thesis proposal by end of second year in residence.
	E.	Student is expected to annually (each spring) submit a brief progress report (<i>one-two</i> pages) on academic progress to Guidance Committee.
	F.	Completion of all other course requirements (except seminars), taking of the Qualifying Examination by the end of the 9th quarter in residence (not including summers), and filing for Candidacy before the end of the 9th quarter in residence.
	G.	Establishment of Thesis Committee immediately following advancement to Candidacy and by the end of the third year.
Year 4-5	A.	Submission of the proposed date of completion of dissertation to Thesis Committee and graduate advisor.
	B.	Completion of thesis by end of year 4-5 and Exit Seminar

FILING FEE STATUS AND PLANNED EDUCATIONAL LEAVE

The graduate program in Entomology adheres to the following policy:

1. Once a student (who is Advanced to Candidacy), is no longer registered as a full-time student in our program, he/she will be required to maintain his/her status by registering for:
 - a. PELP (for no more than 2 quarters, after which Filing-Fee Status must be immediately established), or
 - b. Filing-Fee Status.
2. A student, who fails to register for PELP and/or does not establish Filing-Fee Status for two consecutive quarters, will be immediately advised by their graduate advisor that a letter has been sent to Graduate Studies recommending that the student be dismissed from the program, unless he/she registers Filing-Fee Status during the next quarter.
3. A student must justify to his/her graduate advisor and Thesis Advisory Committee members the need for extension of Filing-Fee Status beyond the first year.
4. A student will only be permitted to remain on Filing-Fee Status for a period of two years, after which he/she will be terminated from the Entomology program.
5. Re-entry into the program will require the student to reapply to Graduate Studies for admission. The Department of Entomology Graduate Admissions Committee, upon reviewing the student's academic history, may recommend against readmission. If the student is readmitted he/she will be:
 - a. minimally subject to retaking the Qualifying Examination, and
 - b. possibly required to re-advance to candidacy by taking any course requirements deemed necessary by the collective agreement of the graduate advisor, the major professor, and the Thesis Committee.

ATTACHMENT A

Student _____
 Date of Entrance _____

CHECKLIST: NORMATIVE PROGRESS FOR THE Ph.D.

Yr*	Fall	Spring
1	Meet w/advisor & major prof. (1st wk.) _____ Guidance _____ Comm. _____ Mtg. _____	Progress Report _____ Guidance Comm. Mtg. _____
2	Departmental _____ Examination _____	Thesis Prop. _____ Progress _____ Report _____ Guidance _____ Comm. _____ Mtg. _____
3	(You must take your Qualifying Examination and Advance to Candidacy by the end of your 9th quarter of residence.)	Progress _____ Report _____ Guidance _____ Comm. _____ Mtg. _____ Qualifying Exam (should be earlier) _____ Advance to Candidacy _____
4		Progress _____ Report _____ Thesis Comm. Mtg. _____ Thesis (written) _____ Exit Seminar _____
5		Thesis _____ Comm. _____

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*1 year corresponds to 3 quarters.

ATTACHMENT B

Student _____
 Date of Entrance _____

CHECKLIST: NORMATIVE PROGRESS FOR THE M.S. I (Thesis Plan)

Yr*	Fall	Spring
1	Meet w/advisor & major prof. (1st wk.) _____ Guidance _____ Comm. _____ Mtg. _____	Progress Report _____ Guidance Comm. Mtg. _____ Thesis Prop. _____
2	(Student must complete at least 1/2 of course work and advance to candidacy before submitting thesis.) (Although Graduate Studies specifies that candidacy must be reached by the end of the 9th quarter, the department considers 4-6 quarters normative progress.)	Progress _____ Report _____ Thesis Comm. Mtg. _____ Advancement to _____ Candidacy _____ Thesis (being written or experimentation progressing well) _____
3		Progress _____ Report _____ Thesis Comm. Mtg. _____ Thesis (submitted) _____ (The thesis should be submitted by the end of the 9th quarter.)

*1 year corresponds to 3 quarters.

ATTACHMENT C

Student _____
 Date of Entrance _____

CHECKLIST: NORMATIVE PROGRESS FOR THE M.S. II (Course Work Degree)

Yr*	Fall	Spring
1	Meet w/advisor & major prof. (1st wk.) _____ Guidance _____ Comm. _____ Mtg. _____	Progress Report _____ Guidance Comm. Mtg. _____
2		Progress _____ Report _____ Guidance Comm. _____ Advancement to Candidacy _____ Comprehensive Examination _____

*1 year corresponds to 3 quarters.

ATTACHMENT D

M.S. PLAN I

Name _____ Major Professor _____

Date of Entry _____

MINIMUM PREPARATORY REQUIREMENTS:

Physical Sciences

One course in each of: statistics _____, physics _____, general chemistry (such as 1A, 1B) _____, Organic chemistry (such as 8A, 8B) _____.

Biological Sciences

One complete introductory course in each of: microbiological science _____, botany _____, genetics _____, zoology _____, biochemistry _____.

DEGREE REQUIREMENTS:

1. Entomology seminars (two of two units, each in a different area):
2. Outside seminar:
3. Remaining units to total 30 upper division plus graduate units.
4. Courses required by major professor (can also be used to satisfy parts 1-3):

Major Professor's Signature

5. Annual Research Progress Report: Year 1 () Year 2 () Year 3 ()
(signed by Guidance Committee).
6. Research proposal:
7. Thesis:

ATTACHMENT E

M.S. PLAN II

Name _____ Major Professor _____

Date of Entry _____

MINIMUM PREPARATORY REQUIREMENTS:

Physical Sciences

One course in each of: statistics _____, physics _____, general chemistry (such as 1A, 1B) _____, Organic chemistry (such as 8A, 8B) _____.

Biological Sciences

One complete introductory course in each of: microbiological science _____, botany _____, genetics _____, zoology _____, biochemistry _____.

DEGREE REQUIREMENTS:

1. Entomology seminars (two of two units, each in a different area):
2. Outside seminar:
3. Remaining units to total 36 upper division plus graduate units.
4. Courses required by major professor (can also be used to satisfy parts 1-3).

Major Professor's Signature

5. Annual Research Progress Report: Year 1 () Year 2 () Year 3 ()
(signed by Guidance Committee).
6. Comprehensive oral examination:

ATTACHMENT F

PLAN II M.S. EXAMINATION

Candidate _____
Date _____

In this examination, the candidate for the Master of Science degree, Plan II is responsible only for the subject matter contained in courses taken by the candidate.

A. Coverage. The candidate has been examined in subject matter from the following courses:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

B. Candidate's Performance.

1. Ability to produce relevant information in an organized way in response to questions.

2. Ability to produce in-depth discussions and to propose and defend conclusions.

3. Ability to provide factual details.

4. Obvious deficiencies or preparation appear in the following subject matters:

C. Conclusions. Comment below on the outcome of the examination as to pass or fail. If the candidate passed the examination, state if the performance was distinctive. If the candidate failed the examination, briefly state (1) the reasons for the failure, and (2) recommendations for re-examination.

Committee

(Chair)

ATTACHMENT G

Ph.D.

Name _____

Major Professor _____

Date of Entry _____

MINIMUM PREPARATORY REQUIREMENTS:

Physical Sciences

One course in each of: statistics _____, physics _____, general chemistry (such as 1A, 1B) _____, Organic chemistry (such as 8A, 8B) _____.

Biological Sciences

One complete introductory course in each of: microbiological science _____, botany _____, genetics _____, zoology _____, biochemistry _____.

DEGREE REQUIREMENTS:

1. Entomology seminars (four 2-unit seminars, each in a different area):
2. Outside seminars (2 different areas):
3. Courses required by major professor:

Major Professor's Signature

4. Annual Research Progress Report: Year 1 () 2 () 3 () 4 () 5 ()
5. Departmental Examination
6. Research proposal:
7. Qualifying Examination:
8. Dissertation
9. Thesis approved and Exit Seminar