

Student First Name	Student Last Name		Banner ID
Admit Term (Semester & Year)	Completion Date – Core	Completion Date – Intent to Bypass	Completion Date – Comp Exam
Student Signature		Date	

Note: The registrar will verify completion of the Batten School core courses, completion dates for intent to bypass and comp exam milestones (shaded boxes above) as well as confirm that an updated funding agreement with the advisor(s) is on file for the PhD program.

The student must upload the following supporting documents (i.e., a single combined PDF file is preferred):

- Student statement describing individual achievements and demonstrated potential to conduct independent research.
- Advisor/Co-Advisor statement describing student’s achievements and demonstrated potential to conduct independent research.
- Current curriculum vitae or resume
- DegreeWorks report showing completion of core courses (at MS level) and completion of comprehensive exam (at PhD level).

Sample Form

Advisory Committee Approval		
Major Advisor	Signature	Date
Co-Major Advisor	Signature	Date
Committee Member	Signature	Date

Recommendation by Academic Council:		
Chair, Academic Council	Signature	Date
Action by Associate Dean for Academic Affairs:		
Associate Dean, Academic Affairs	Signature	Date