



NHS GENERAL DOCTORAL EXAMINATION CHECKLIST

This form apprises you and your committee of the steps to be taken in preparing and defending the general doctoral examination. It also serves to document the results of this examination for our records.

From the NHS Handbook:

“This exam, a prerequisite to Advancement to Candidacy, is generally taken after at least 2 semesters in advanced standing, but not later than 1 semester before the candidate applies to the Graduate School for advancement to candidacy. (It is recommended that the students complete the General Doctoral Exam by September 1 after the end of the second year.)

The examination consists of a written original research proposal and an oral defense before the student’s Thesis Advisory Committee. The research proposal must be in the format of a formal grant application and should demonstrate original thinking and a thorough understanding of the planning and experimental techniques necessary to investigate a scientific research problem. The problem should be at a level suitable for publication in a refereed journal and the student’s knowledge of this topic and any other related aspects of the research raised by the committee should be sufficient to demonstrate the student’s ability to conduct independent research. The oral component of the doctoral exam is designed to demonstrate that the candidate is sufficiently qualified to undertake independent research in nutrition. It may address broader areas of nutrition, which are related to but not directly involved in the research proposal. Areas of weakness demonstrated in the Master’s Equivalency Exam may be addressed during the oral portion of the candidacy exam.

One of the goals of the written research proposal is to introduce the student to the actual processes involved in the preparation of the budget pages and budget justification. Concepts such as the calculation of fringe benefits, the estimation of equipment costs and service contracts, the calculation of indirect costs must be understood. It is expected that the Thesis Advisor will provide the necessary guidance with respect to the appropriateness of the budget requested. This aspect of the research proposal will be reviewed by the Program Office and will not have to be covered during the oral examination by the Thesis Advisory Committee. Therefore, the budget pages do not have to be available at the time the Committee meets but is required when the final proposal is submitted to the Program Office.

Please note: The proposal used for the General Doctoral Exam may be based on the student’s Ph.D. thesis research; however, it should have at least some component (such as one specific aim that has not been previously addressed by the Thesis Advisor) so that it can be evaluated as an idea independent from the thesis advisor’s work.”

The committee members should approve the topic before the student prepares the proposal. The written proposal should be submitted to the committee no later than 10 days before the oral presentation. A majority vote of the committee will decide if the student passes or fails. If the proposal is not acceptable, the candidate is given 4 more weeks to present a new proposal. If the candidate fails the oral presentation, the committee may recommend termination at the M.S. level or allow a partial or complete retake of this examination.

STUDENT NAME: _____ **EXAM DATE:** _____

| COMMITTEE MEMBERS | TOPIC APPROVED | PROPOSAL RECEIVED | RESULTS (PASS/FAIL) |
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RETURN TO THE NHS PROGRAM OFFICE, 7th FLOOR
ROLLINS SCHOOL OF PUBLIC HEALTH
AFTER ALL MEMBERS HAVE SIGNED
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