

UNIVERSITY AT ALBANY
SCHOOL OF PUBLIC HEALTH
DEPARTMENT OF ENVIRONMENTAL HEALTH SCIENCES
GEORGE EDUCATION CENTER, ROOM 153
518-402-0401

QUALIFYING EXAMINATION PART II

This memo is to confirm that _____ has
(STUDENT) (ID NUMBER)
PASSED [] **FAILED** [] the second part of the Department's qualifying exam on _____.
(DATE)

Dissertation Proposal Title: _____

Committee Members present (signature of all committee members required):

| | | | |
|--------------------|--------------|-------------|--------|
| Committee Chair: | _____ | _____ | _____ |
| | (PRINT NAME) | (SIGNATURE) | (DATE) |
| Member: | _____ | _____ | _____ |
| | (PRINT NAME) | (SIGNATURE) | (DATE) |
| Member: | _____ | _____ | _____ |
| | (PRINT NAME) | (SIGNATURE) | (DATE) |
| Member: | _____ | _____ | _____ |
| | (PRINT NAME) | (SIGNATURE) | (DATE) |
| Member: | _____ | _____ | _____ |
| | (PRINT NAME) | (SIGNATURE) | (DATE) |
| Additional Member: | _____ | _____ | _____ |
| | (PRINT NAME) | (SIGNATURE) | (DATE) |

Scientific Poster Presentation YES [] NO []

Research Tool Form Attached YES [] NO []

APPROVALS:

(THESIS COMMITTEE CHAIR'S SIGNATURE & DATE)

(ACADEMIC COMMITTEE CHAIR'S SIGNATURE & DATE)

(DEPARTMENT CHAIR'S SIGNATURE & DATE)

Date Recorded: _____

cc: Committee members
Student

Qualifying Examination, Part 2: This examination must be completed by the end of the fifth semester of study. The examination consists of an oral defense of a written research proposal prepared by the student. The proposal and the oral defense will be evaluated by the Dissertation Committee (Pass/Fail). The exam will test the student's depth of knowledge in his/her chosen area of specialization as well as his/her ability to write and defend a research proposal. This examination is to be on a topic intended to serve as the basis for the student's Ph.D. dissertation research. The research proposal should be a detailed document outlining the background and conduct of the proposed dissertation research, which should be designed to answer a significant question in Environmental Health Sciences. The student will write the proposal in the format of a NIH research grant application*, following the page limitations currently in effect (and excluding budgetary sections). The proposal should include an Abstract, Specific Aims, Background and Significance, Preliminary Data if any have been obtained (***preliminary data are not required***), Experimental Designs and Methods, and a Bibliography. The student may consult with anyone in the course of preparing the proposal, but the written document must represent the student's own work. The mentor may aid in the development of specific aims and construction of a topical outline for the dissertation proposal. The mentor also may direct the student to relevant literature and may edit an initial draft. However, the mentor should not act as co-author. The research proposal will be judged on standard criteria, including, but not limited to, the student's grasp of the field, significance of the proposed work, originality and depth of thoughts and the feasibility of the experimental approach. The proposal must be submitted to the committee at least **one month** prior to an oral presentation of the proposal to the Dissertation Committee.

**Additional information on the NRSA/F31 application can be found at <http://grants.nih.gov/grants/guide/pa-files/PA-10-108.html>*

At the oral defense, the student will answer questions on the proposal and on related topics; the questions will focus on (but are not restricted to) the student's program area. The exam will be administered by the student's Ph.D. Dissertation Committee, chaired by the dissertation advisor. The student must pass the exam by a majority vote of the Committee. The data and results of the exam will be communicated by the Dissertation Committee Chair to the Department Chair. If the student does not satisfactorily complete this part of the exam, the Dissertation Committee will make appropriate recommendations, which may include modifying the proposal and re-taking the exam, completing remedial course work, or dismissal from the program. If the recommendation is to retake the exam, it must be completed within three months.

Research Tool Requirement: The research tool requirement must be completed, at the latest, by the end of the third year of study. The research tool will comprise the preparation of a poster describing aspects of the student's research program. The format of the poster will follow the requirements of the School of Public Health's poster day or those of relevant scientific society meetings. The poster will be presented to the student's dissertation committee at the time of the Qualifying Examination Part II and will be accompanied by a brief oral discussion by the student of the poster's content. The dissertation committee will grade the research tool based on the presentation of the data, the content of the poster, and the clarity of the oral presentation, as S/U