Oral Exam Information Session

MONDAY OCTOBER 5, 2015
2:00PM – 3:00PM, KRESGE 200

DR. ERIC RIMM & EPI ACADEMIC TEAM
Graduation: Hurray you did it!

Dissertation Submission (See Registrar’s Degree Calendar)

Degree Application (See Registrar’s Degree Calendar)

Dissertation Defense (Year 5)

Oral Exam (Within 9 months of Written Exam)

Final Program (End of Fall after passing Written Exam)

Written Exam (End of year 2)

Prospective Program (End of year 1)

The SD Journey…
Notes about Oral Exam timing

• Must be completed within 9 months of passing the Written Exam

• Oral Exam cannot be scheduled until you have earned a grade in all classes listed on your Final Program

• Oral Exam Scheduling Form must be submitted at least 3 weeks prior to the exam date (online form)
  – One paragraph description of how you plan to fulfill the data collection requirement must be attached to Oral Exam Scheduling Form
Checklist

✓ Pass Written Exam

✓ Submit Final Program to Registrar’s Office
  ✓ Note: Needs to be reviewed/signed by Dr. Williams → submit to Ellen

✓ Oral Scheduling form + Data Collection Requirement
Committee, proposal and more!

- Committee of 3 includes one faculty member each for your major and two minors (or two majors and one minor)
- Your Advisor **cannot** be a member of the committee, but may sit in on the exam
- **This is not a public event**
- Outline dissertation research proposal and give to committee members at least 3 weeks prior to exam
- Meet with examiners prior to the exam
Prior to the Oral Exam

• Send all committee members a brief 1 page summary of what you’ll be presenting as early as possible
• Choose committee members with whom you will feel most comfortable, if possible
• Schedule meetings with committee members to discuss your proposal and their possible questions
• Prepare to present for 20-30 minutes on what is covered in your proposal
  – Most students present 1 or 2 of their dissertation papers
  – It’s rare to present on all three as most students aren’t ready to make a proposal regarding paper 3 at the time of the Oral Exam
Written Proposal

• Written proposals are generally 10-20 pages double spaced, they are usually an extension of the work completed in EPI 205

• There is no requirement for tables to be included in the proposal

• It is a good idea to send a confirmation email to your committee the day before the Oral Exam to check in and confirm the date, time and place and remind the Chair to pick up the grading sheet before the exam
Prepare to be in the Oral Exam for about 2 hours

- Committee Chair picks up and returns Report of Oral Qualifying Committee Form from/to Registrar’s Office the day of the exam
- Oral Exam begins with a short (20-30 minute) presentation outlining dissertation topic

Questions

- You may be asked to use the board and draw models in your responses
- Questions asked tend to be about 50/50 methods and substantive.
  - Be prepared to elaborate on the specific methodological approach(es) you’re using in your research
Day of the Oral Exam and Exam Expectations

• Be confident in your answers
  – If needed, it may be best to take a brief moment to gather your thoughts before beginning a response
  – If you don’t know an answer, or part of an answer, say you don’t know rather than guessing

• Some questions are meant to expand your knowledge and provoke further thought

• Faculty members on your Oral Exam committee understand that you are nervous
  – They want you to pass just as much as you want to pass!
Potential Oral Exam Outcomes

You will be asked to leave the room after all questions have been asked. The committee will deliberate and then ask you back into the room to give the result (Pass, Conditional Pass, Fail)

• **Pass**: Oral Exam committee may give you a complete “pass” or they may give you a “pass” along with recommendations of areas to study more or presentations skills to enhance after the test.

• **Pass with qualifications**: This means that overall, you have passed the exam. However, you did poorly in a particular area so it will be necessary to enhance your knowledge/skills of that area and return to be tested again in a few months
  – If you receive a Conditional Pass on the exam initially, it is okay! Work hard on what you need to focus on, gain confidence and come back stronger than before

• **Fail**: Dependent on the nature of that particular exam and the committee, fail either means that you will be unable to continue with your program or you will be asked to return and attempt the Oral Exam again
This will be you!! Good luck!

Feel free to contact the Epi Academic Team with any follow up questions!