



Cornell University Graduate School

143 Caldwell Hall
Ithaca, NY 14853-2602

Date _____

SCHEDULE OF EXAMINATION

Form A3

INSTRUCTIONS

- Use this form to schedule the Admission to Candidacy ("A") Exam and the final defense for the Ph.D. and master's degrees.
- This form **must** be signed by all members of the student's Special Committee, the DGS and the GFA. All information on this form should be printed or typed. If you have questions, please call the Graduate Student Services Office at (607) 255-5820.
- Provide your field with a copy of this completed form before submitting it to the Graduate School, 143 Caldwell Hall.
- Submit the completed form to **Graduate Student Services, 143 Caldwell Hall**, at least seven calendar days prior to the exam. (Students in the fields of Comparative Biomedical Sciences, Immunology, Pharmacology, Physiology, and Zoology must submit a copy of this completed form to the College of Veterinary Medicine Office of Graduate Education 14 calendar days prior to the exam.)
- We recommend that you send an e-mail reminder of the upcoming exam to your committee and field.
- For detailed policy information, refer to the Code of Legislation, available at the Graduate School and on the Web at www.gradschoolcornell.edu

BIOGRAPHICAL INFORMATION

Cornell ID number	NetID	E-mail address	
Last name	First name	Middle initial	Gender
Academic program	Degree program		

EXAMINATION

Admission to Candidacy (A Exam)	Ph.D. (B Exam)
M.A./M.S.	Professional Master's (degree sought): _____
Date scheduled: _____	Time: _____ Room and building: _____

SEMINAR

Date scheduled: _____ Time: _____ Room and building: _____

COMMITTEE SIGNATURES OF APPROVAL

Another member of the Graduate Faculty can, if necessary, sign for a committee member if the committee member has agreed to the scheduling.

Special Committee Chair	NetID	Special Committee Chair signature	Date
Special Committee member	NetID	Special Committee member signature	Date
Special Committee member	NetID	Special Committee member signature	Date
Special Committee member	NetID	Special Committee member signature	Date
Special Committee member	NetID	Special Committee member signature	Date
Field Appointed member (if applicable)	NetID	Field Appointment member signature	Date
Director of Graduate Studies	NetID	Director of Graduate Studies signature	Date
GFA or Administrative Manager	NetID	GFA or Administrative Mgr. signature	Date