

**Submit materials to:**

Graduate Division  
120 Aldrich Hall  
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(949) 824-4611

UCIRVINE | GRADUATE  
DIVISION

## Master's Advancement to Candidacy Comprehensive Exam Option

**DEPARTMENT**

Please complete this form, obtain authorizing signatures, and return the completed form to the Graduate Division for processing.

This Application for Master's Advancement to Candidacy, Comprehensive Exam Option must be completed, signed and submitted to the Dean of the Graduate Division by the quarterly [deadline](#). Per University policy, students must be advanced to candidacy for their degree prior to the beginning of the final quarter of enrollment. Please complete all sections below. After Advancement to Candidacy has been processed and approved, this form will be returned to the academic unit

Student Name: \_\_\_\_\_ Student ID Number: \_\_\_\_\_  
Last First Middle

Student Phone: \_\_\_\_\_ Student E-mail Address: \_\_\_\_\_

Mailing Address City State Zip Code

Degree Title: \_\_\_\_\_ School: \_\_\_\_\_  
(e.g., M.S. in Chemistry, M.A. in History)

Degree expected to be awarded (check one):  Fall  Winter  Spring  Summer Year

Master's Plan Option :  Plan II (Comprehensive Exam)

I understand UCI's Advancement policy for the Master's Degree Comprehensive Exam Option.

\_\_\_\_\_  
Student Signature Date

Upon satisfactory completion of all required work, and the comprehensive exam, the student will have met the requirements for this degree. This certifies the student is eligible to advance.

\_\_\_\_\_  
Department Chair or Graduate Advisor (Signature) Date

\_\_\_\_\_  
Associate Dean (Signature) Date  
(Required for: Bio. Sci., Engr., Humanities, Medicine, Soc. Eco., Soc. Sci. & ICS)

**GRADUATE  
DIVISION**

Advanced to Candidacy \_\_\_\_\_ approved by \_\_\_\_\_  
Date Quarter/Year Dean of the Graduate Division (or designate) Date

## Policy Information Master's Advancement to Candidacy Comprehensive Exam Option

**NOTE:** Much of the text below is adapted from UCI's *Graduate Policies & Procedures*

<https://www.grad.uci.edu/forms/academics/Graduate-Policies-and-Procedures.pdf>

## The Master's Degree

### Residency Requirements

A minimum of three quarters in academic residence is required prior to the award of most master's degrees, including the Master of Arts in Teaching (MAT) and the Master of Advanced Study (MAS) degrees. Six quarters in academic residence are required for the Master of Fine Arts degree programs (with the exception of Art and Drama, which requires nine quarters) and the M.B.A. program in the Paul Merage School of Business. A minimum period of study of one quarter in-residence must intervene between formal advancement to candidacy and the conferring of the Master's degree (SR 682).

### Curricular Requirements

The requirements listed herein are the minimum required by the University of California. Most master's degree programs require additional work. Detailed information on specific degree requirements can be found in UCI's Graduate Policies & Procedures handbook, and on individual department websites. Students are responsible for fulfilling requirements in effect the year in which they are admitted. Under certain circumstances, the student, with the written approval of the faculty advisor and school's associate dean for graduate affairs, may opt to accept the new requirements. In such cases, the academic unit must notify the Graduate Division in writing of the change in order that the student's records correctly identify the new requirements.

The following regulations of the Academic Senate, Irvine Division, apply to curricular requirements for students in Master's programs.

a. **Coursework Requirements and Thesis and Examination Options** (Irvine Regulations [IR] 805/810/830/835) <http://www.senate.uci.edu>

#### 1. (IR) 805 Master's Degree Options

The master's degree is attained by one or two routes: **Plan I**, the **Thesis option**, and **Plan II**, the **Comprehensive Examination** option. A program may adopt one or both plans with the approval of the Graduate Council. Each of these plans has minimal coursework requirements. Programs may also impose additional requirements. With the approval of the Graduate Council, a program may provide for appropriate alternatives to the thesis and/or comprehensive examination requirements, which are described in IR 830 and IR 835.

#### 2. (IR) 810 Course Requirements

The minimum course requirement for the master's degree is given below. This requirement may be waived or reduced only on the recommendation of the academic unit in which the degree is earned and with the approval of the Dean of the Graduate Division.

##### **Plan II (Comprehensive Examination)**

In addition to the comprehensive examination, a minimum of 36 quarter units in approved courses, at least 24 of which must be from graduate-level courses in the 200 series.

#### 3. (IR) 835 Comprehensive Examination (Plan II)

A final comprehensive examination, the nature of which is to be determined by the academic unit and approved by the Graduate Council, is required of candidates following Plan II. The content of the exam represents a capstone requirement that integrates the intellectual substance of the program.

##### **b. Advancement to Candidacy** Senate Regulation 320

Graduate students are such graduates of the University (or of other institutions empowered to confer like degrees on an equivalent basis) who are pursuing advanced or special studies under the direction of a Graduate Council. Graduate students may be resident graduates not candidates for a degree, or they may become candidates for higher degrees. All graduate students are considered resident graduates not candidates for a degree, unless admitted to candidacy by a Graduate Council after formal application.

In accordance with University of California policy, students must be advanced to candidacy for their degree prior to the beginning of the final quarter of enrollment. An *Application for Advancement to Candidacy* initiated by the student and approved by the academic unit should be submitted to the Dean of the Graduate Division at least 30 days before the opening of the quarter in which the degree is expected. The *Application* must be accompanied by petitions for any course credits that have not already been approved by the Dean of the Graduate Division. If the master's degree requires a thesis (Plan I), membership of the thesis committee must be included.

Deadlines for submission and approval of the *Application for Advancement to Candidacy* are published on the Graduate Division website (<https://www.grad.uci.edu/academics/filing-deadlines.php>) each quarter. If the candidate is not advanced before the beginning of the quarter in which all requirements are completed, the degree will not be conferred until the end of the following quarter. When the student is formally advanced to candidacy, the student and the academic unit are notified.