

Advancing to Candidacy Process

Here is the process:

1. Starting July 1, 2025, the \$90 advancement to candidacy fee for doctoral students has been eliminated.
2. Please click on “Ph.D. Advancement to Candidacy” under “docusign forms for all students.” Click here for the [link](#).
3. Signer information:

Form Preparer: Your name and email

Advancement Committee Chair: Your advancement committee chair’s name and email

General Member: Your committee member's name and email

Chair of Doctoral Committee: doctoral committee chair's name and email

Student: Your name and email

Department Chair: David Frank, frankd@uci.edu

Associate Dean: Barbara Sarnecka, gradaffairssocsci@uci.edu

Department Copy: Alysha Casado, acasado@uci.edu

5. Complete Docusign form and sign.
6. Click “finish”
7. NOTE: If you have a Docusign account using your UCI email address, you should be able to track your Docusign petition’s progress under the “manage” tab. (see photo on next page)

