



**Schedule for Admission to Candidacy (A Exam)**  
**INSTRUCTIONS**

- Use this form to schedule your A Exam or if you are withdrawing and receiving a non-thesis master's degree.
- Email the completed form as a PDF to [gradstudserv@cornell.edu](mailto:gradstudserv@cornell.edu). Or deliver to 143 Caldwell Hall.

**The form must be received at least seven calendar days prior to your exam.**

- For detailed policy information, refer to the Code of Legislation, available at [www.gradschool.cornell.edu/policies](http://www.gradschool.cornell.edu/policies). For additional questions, call Graduate School Student Services at 607-255-5820.

**BIOGRAPHICAL INFORMATION**

CU 7-digit ID #	Net ID	Field of Study	Degree Program
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Last name	First name	Middle Initial
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Date Exam Scheduled: \_\_\_\_\_ Time: \_\_\_\_\_ Building & Rm # \_\_\_\_\_

Check here if you are withdrawing from your Ph.D. program with a non-thesis master's degree

**COMMITTEE SIGNATURES OF APPROVAL FOR PROPOSED SCHEDULE OF EXAM**

All members of the committee and the DGS/GFA must sign below. Another member of the Graduate Faculty can, if necessary, sign for a committee member if the committee member has agreed to the scheduling. For committee members participating remotely please check the box and indicate the committee member signing on your behalf in the space provided.

_____	_____	_____	Remote
<b>Chairperson</b> printed name	<b>Chairperson</b> signature	Date	

Printed name of committee member signing Exam Results for Chairperson participating remotely

_____	_____	_____	Remote
<b>Minor</b> committee member printed name	<b>Minor</b> committee member signature	Date	

Printed name of committee member signing Exam Results for minor member participating remotely

_____	_____	_____	Remote
<b>Minor</b> committee member printed name	<b>Minor</b> committee member signature	Date	

Printed name of committee member signing Exam Results for minor member participating remotely

_____	_____	_____	Remote
<b>Additional</b> committee member printed name	<b>Additional</b> committee member signature	Date	

Printed name of committee member signing Exam Results for additional member participating remotely

_____	_____	_____
Ad hoc committee member (if applicable) printed name	Ad hoc member signature	Date

_____	_____	_____
Field appointed for exams printed name	Field appointed for exams signature	Date

_____	_____	_____
Director of graduate studies (DGS) signature and date	Graduate field assistant (GFA) signature	Date