Type the following link in your web browser: <u>https://graduateschool.charlotte.edu/current-</u> students/forms

 Scroll down to the Doctoral Student Forms portion and click the Exam Reports of Comprehensive/Qualifying Examination for Doctoral Students link.



Doctoral Student Forms are submitted electronically through DocuSign unless otherwise noted.

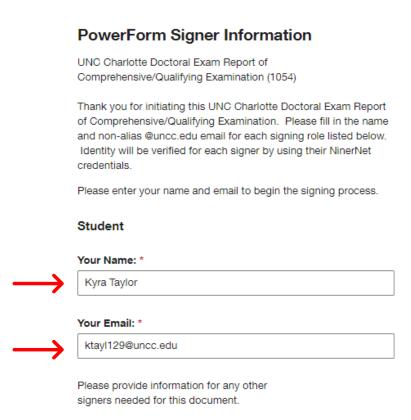
- To begin a new form simply click the link, follow the instructions on the Powerform Signer to enter names and NON-ALIAS email address for your advisor/committee chair, committee members and graduate program director, depending on the requirements of the form.
- 2. Enter your NinerNet credentials when prompted and then follow the instructions for data entry, etc. on the form.
- 3. You can track your form within DocuSign by logging into docusign.charlotte.edu using your non-alias @charlotte.edu email address and NinerNet credentials and follow the instructions for managing envelopes.
- If you have questions or need to make a change after submitting, please contact gradschoolforms@uncc.edu.
- 5. For more information about DocuSign you may find the FAQ helpful.



Exam Report of Comprehensive/Qualifying Examination for Doctoral Students

For reporting completion of comprehensive or qualifying exam.

Enter your full name (first & last), and then your UNC-Charlotte email address. The form will be rejected if you use your personal email address.



Type your dissertation advisor's name and email address in the Chair portion of the document.

Name: * Harish Cherukur	i	
Email: *		
Harish.Cherukur	i@uncc.edu	
Member 1 (if a	pplicable)	
Member 1 (if a Name:	pplicable)	
	pplicable)	
Name:	pplicable)	

If you have multiple advisors, list their names and emails in the following slots.

Name:		
Full Name		
Email:		
]
Email Address		
	plicable)	
	plicable)	
Email Address Member 2 (if ap Name:	plicable)	
Member 2 (if ap	plicable)	
Member 2 (if ap Name:	plicable)	
Member 2 (if ap Name:	plicable)	

At the bottom of the first page, you will need to input Dr. Terry Xu and her email (<u>ttxu@uncc.edu</u>) in the Graduate Program Director portion. Click the "Begin Signing" button at the bottom of the page to continue.

Graduate Program Director

	Name: *		
\rightarrow	Terry Xu		
	Email: *		
\rightarrow	ttxu@uncc.edu		



Review the electronic record and signature disclosure and check the box to agree to use electronic records and signatures, then click Continue.

	for the operation of the site. Learn More		ОК
Please Review & Act on The	se Documents		GCHARLOTTE
The Graduate School at UNC Charlotte			Powered by DocuSign
Please complete this UNC Charlotte Doctoral Exar you, the form will route to the signers you indicate	n Report of Comprehensive/Qualifying Examination. Upon completion I d and then to the UNC Charlotte Graduate School for processing.	ру	
Please read the Electronic Record and Si	ianatura Diselanum		
I agree to use electronic records and	d signatures.		FINISH LATER OTHER ACTIONS +
	The above named student has: (Check one)	Passed 🔲 Failed	
	Re-Examination (check one)	🗆 Yes 🔲 No	
	Date of first attempt		
	O Comprehensive Examination On:		
	Qualifying Examination On:	Member Signatures	
	Chair: Name: Harish Cherukuri	Signature/Date:	
	Member:		
	Name:	Signature/Date:	
	Member:	5	
	Name:	Signature/Date:	
	Member: Name:	Signature/Date:	
	Member:		
	Name:	Signature/Date:	
	Graduate Program Director:		
	Name: terry xu	Signature/Date:	
	Graduate School Approval:		
	Name: Graduate School Processors	Signature/Date:	
	Aug 21	Date Processed:	
	Report_of_Comp_Qual_Exam-Doctoral-2020_newlogo.pdf		1

Click "Start" to begin signing. Enter your Student ID# and Degree/Program (Mechanical Engineering PhD).

\rightarrow	START	DocuSign Envelope ID: DD97A805-6F28-44EB-A300-3E967F15CDOC 1054 Exam Report of Comprehensive/Qualifying Examination for Doctoral Students This form must be submitted to and approved by the Graduate School following the Examination. Required signatures must be original or completed through DocuSign.
		Student Name: Kyra Taylor Student ID #:
		Degree/Program:
		The above named student has: (Check one)

You will not be prompted to select Passed or Failed. Skip this question.

If you are retaking an exam, select yes, and input the date of your first attempt in the Qualifying Examination slot. If you are unsure of the date, check your email for your Qualifying Exam schedule confirmation. If you cannot find this email, please contact Kyra Taylor (<u>ktayl129@uncc.edu</u>) or Dr. Terry Xu (<u>ttxu@uncc.edu</u>).

	The above named student has: (Check one)	Passed Failed
SELECT	Re-Examination (check one)	Yes No
	Date of first attempt	
	O Comprehensive Examination On:	
	Qualifying Examination On:	

Your dissertation chair and/or committee members should be auto-populated in the signature portion of the form. Confirm that the information is correct before clicking "Finish".

Committee Member Signatures				
	Chair:			
\rightarrow	Name: Harish Cherukuri	Signature/Date:		
	Member:			
	Name:	Signature/Date:		
	Member:			
	Name:	Signature/Date:		
	Member:			
	Name:	Signature/Date:		
	Member:			
	Name:	Signature/Date:		
	Graduate Program Director:			
\rightarrow	Name: terry xu	Signature/Date:		
	Graduate School Approval:			
\rightarrow	Name: Graduate School Processors	Signature/Date:		
Aug 21		Date Processed:		
Report_of_Co	mp_Qual_Exam-Doctoral-2020_newlogo.pdf		1 of 1	
	\rightarrow	FINISH		