**Project Title**

Student Name

Date (month & year)

Major Professor: Name

Committee Member: Name

Committee Member: Name

Committee Member: Name

**Important information for the Committee: (from the Graduate Student Handbook)**

Instructions for written exam evaluation:

Each committee member has two weeks to review and submit a grade of ‘pass’ or ‘fail’ via email to the student and the Graduate Program Administrator ([iobgradadmin@UGA.EDU](mailto:iobgradadmin@UGA.EDU)). To pass the written portion and go on to the oral portion, the student must receive no more than one dissenting (failing grade) vote. If a committee member does not provide a grade two weeks after submission of the written exam, the grade will be marked as a ‘pass’ for that committee member.

The written exam takes the form of an NIH grant proposal; if you are not familiar with the IOB written exam requirements, see Appendix B in the most recent graduate student handbook (<https://iob.uga.edu/graduate-program/graduate-handbooks/>).

Instructions for oral exam:

The oral exam will last at least two hours, but not longer than three hours. The student will prepare a presentation of no more than 20 slides that are intended to serve as a framework of the discussion of the proposed research. The student’s presentation should last for approximately 20-25 minutes without interruptions, followed by questions from the advisory committee and other faculty present. Questions during the exam will test both general and specific knowledge related to the student’s proposed research as described in their presentation and written proposal. **A member of the student’s committee, other than the advisor, will serve as chair of the exam. The advisor is not allowed to answer questions for the student, and will not participate in the discussion unless granted permission by the exam chair.**