Advancement to Masters Candidacy (Qualifying) Exam: see Appendix IV

A. There will be a unified format for the M.S. candidacy examination for all tracks.

B. The candidacy exam will consist of both a written component and an oral component.

C. The written examination must consist entirely of the student’s own work.

D. The candidacy exam will be administered at the end of the student’s first year of M.S. graduate studies.

Appendix IV: Candidacy Examination

Candidacy Examination

M.S. Program in Biomedical Sciences

Purpose: The purpose of the M.S. Candidacy Examination is to determine the student's knowledge and ability to analyze information and to apply this to the solution of problems that they would be expected to meet in their professional career. The examination provides the student with the opportunity to demonstrate that she/he is adequately knowledgeable in a chosen area of concentration.

Time: The M.S. Candidacy Examination will be administered at the end of the first year after the student has been admitted as a full-time student in regular standing in the M.S. program in Biomedical Sciences at the University of Toledo College of Medicine. Failure to meet this deadline may impact a student’s fellowship status and standing. A student needing to extend the deadline must petition, in writing, to the Associate Dean for Graduate Programs, University of Toledo College of Medicine, at least 2 months prior to the end of the first year of training.

Prior to the scheduling of the examination, the completed Academic Advisory Committee and Plan of Study forms must be approved and on file in the office of the College of Graduate Studies.

Topic: The M.S. Candidacy Examination will cover material presented in course work and in the student’s research area.

Format: The M.S. Candidacy Examination will consist of a written portion and an oral portion, both of which are required. The written exam must consist entirely of the student’s own work. The written portion will address a research hypothesis and may be in the form of a grant-like proposal or an extensive essay. The Advisory Committee will select and approve the topic chosen for the written exam. This topic may be related or unrelated to the student’s research area. The topic also may be an extension of research findings reported in a peer-reviewed publication(s) that is selected by the Advisory Committee. The proposal serves as a template for the oral exam component. The oral exam includes questions that probe the breadth and depth of basic knowledge and critical thinking skills of the candidate. The grade of Pass/Fail is based on the required written and oral portions.
The student’s Advisory Committee also is responsible for the administration and evaluation of the examination. The Advisory Committee may seek input from other members of the graduate faculty.

**Grading:** Successful completion of the Masters Candidacy Examination requires a unanimous pass vote of the Advisory Committee members. The completed Report of Candidacy Exam form ([http://www.utoledo.edu/graduate/hsc/pdfs/Exam_Form_Preliminary_or_Quali.pdf](http://www.utoledo.edu/graduate/hsc/pdfs/Exam_Form_Preliminary_or_Quali.pdf)) is to be sent to the Office of the Associate Dean for Graduate Programs, in the College of Medicine, and a copy forwarded to the College of Graduate Studies office, main campus.

**Retesting:** The Masters in Biomedical Sciences Candidacy Examination may be repeated once at the discretion of the student.

**Representative:** When an observer is requested (optional) by either the student or the Advisory Committee, the College of Graduate Studies office must be notified when and where the oral Examination will take place. The Associate Dean for Graduate Programs, College of Medicine, will appoint one member of the Graduate Faculty to serve as the observer.