

**TEXAS TECH UNIVERSITY**  
**HUMAN DEVELOPMENT AND FAMILY STUDIES**  
**HDFS DOCTORAL DEGREE SECTION III**  
**(Plan of Study & Preliminary Exam)**

This section contains the following materials you will need during this part of your graduate program. Work with your advisor to ensure that these forms are completed accurately and prior to the Preliminary Exam Meeting. **This is not actually an exam but a formal meeting with the committee.** These forms are your responsibility. All forms are also available from the Graduate Secretary. Check boxes and dates on this page should be maintained for your records.

- Resume (page 9) and Evaluation forms** - These, along with your philosophy of education and statement of professional goals must be completed and submitted to your preliminary examination committee with a copy to the HDFS Graduate Secretary. Date Completed \_\_\_\_\_
  
- Plan of Study (page 10)** – This form is for determining and documenting courses to be taken and course substitutions for required core courses, specialization and elective requirements. It must be submitted to the HDFS Graduate Program Director following the preliminary exam meeting. Date Completed \_\_\_\_\_
  
- Course Sequence (page 13)** - A sample form is enclosed on page 12 to assist the student in completing the blank form with his/her advisor. After the preliminary exam meeting, a copy must be submitted to the HDFS Graduate Secretary. Date Completed \_\_\_\_\_
  
- Program for the Doctoral Degree (page 15)** – The student must submit this form to the **Graduate School** with a copy to the HDFS Graduate Secretary. This form is also referred to as your degree plan. Date Completed \_\_\_\_\_
  
- Notice of Preliminary Examination Committee Meeting (page 16)** - To be posted **by the student** in Room HS 507 at least one week prior to the preliminary exam meeting. Date Completed \_\_\_\_\_
  
- Confidentiality Statement (page 17)** – With this form, which must be attached to each Student Evaluation form given to faculty, the student chooses to have access to or keep confidential the contents of the completed Student Evaluation form. It is the student’s responsibility to provide a Confidentiality Statement and attached Student Evaluation form to each faculty member with whom the student has taken classes or worked prior to the preliminary exam. Date Completed \_\_\_\_\_
  
- Student Evaluation form (page 18)** – Each faculty member with whom you have taken courses must complete this form. Date Completed \_\_\_\_\_
  
- Report of Preliminary Examination (page 19)** - This form must be completed by the preliminary examination committee and submitted to the GHDFS Program Director following your preliminary exam. Date Completed \_\_\_\_\_
  
- Form for reporting changes on Graduate Degree Program (page 20)** – This form must be approved by your advisor and submitted to the **Graduate School** with a copy to the HDFS Graduate Secretary. Date Completed \_\_\_\_\_