**Written Qualifying Exam Policy:**

All graduate students must demonstrate their proficiency in statistical theory and methods by passing a comprehensive qualifying exam.

The qualifying exam has two parts, hereafter referred to as the Part 1 exam and the Part 2 exam.

Opportunities to take both the Part 1 and Part 2 exams are offered in the Fall and Spring of each year. M.S. students are only required to take the Part 1 exam. Ph.D. students must take both the Part 1 and the Part 2 exam.

Questions for the qualifying exams are composed by a qualifying exam committee within the Department.

**Part 1 exam will cover concepts taught in the following courses:** STAT 201A, 201B and 201C, 161, 170A and 170B.

**Part 2 exam will cover concepts taught in:** STAT 210A, 210B, and three additional 200-level courses such as STAT 200A, 200B, 203A, 203B, 205, 207, 215, 216A, 216B, 220A, 220B, 230, 240 or 255.

Students must consult with the Department to get approval for their three choices. More choices may be available. M.S. students are required to pass that Part 1 exam at least at the M.S. level. Ph.D. students are required to pass the Part 1 exam at the Ph.D. level and additionally pass the Part 2 exam. Students are allowed a maximum of two attempts to pass an exam.

**Feedback Policy**

The aforementioned qualifying exam committee reads the exam and makes a Pass or Fail determination for each student. Students taking the Part 1 exam will be informed by the Department whether they passed at a M.S. or Ph.D. level. Students taking the Part 2 exam will be informed by the Department whether they Passed or Failed. Students can request a meeting with a suitable faculty member to discuss their performance on the qualifying exam. Particularly in the cases where a student has failed an exam, this meeting is encouraged by the Department so that the student can understand what areas of the exam were poorly done. A student's solution to an exam will be permanently retained as part of their student file.

**Appeal Policy**

Only current, returning and former graduate students and faculty members in the Program may use this procedure. A student may bring a complaint individually or may file a complaint jointly with other students when each claims injury as a result of the same alleged action(s).

The formal appeal should be addressed in writing to the Graduate Advisor. Alternatively, the appeal may be addressed to the Department Chair or Program Director. The appeal must be addressed to one of these Program officers. The appeal must include a written statement that lays out the grounds for the appeal, and any supporting documentation.
The appeal must be initiated within 30 calendar days from the day the student knew or reasonably should have known about the action generating the complaint, excluding campus holidays, intersession periods, and summer session.

The valid grounds on which a student may base an appeal are confined to three areas: (1) evidence of procedural error committed intentionally or inadvertently by the Program faculty or staff and/or (2) evidence of non-academic criteria being used to evaluate academic work, including personal bias and violations of the campus nondiscrimination policy and/or (3) special mitigating circumstances beyond the student's control (such as documented severe illness to self or immediate family, or death in the family) not properly taken into account in a decision affecting the student's academic progress. In order to seek relief under 4.e (3), "special mitigating circumstances," the student must have raised the issue with the program contemporaneous with the mitigating circumstances, or as soon as possible and no later. For example, if a documented medical condition impairs the student's ability to pass an exam, the student must notify the exam committee prior to the exam's administration.

Further information may be found at http://graduate.ucr.edu/Appeal_Procedures_Program.html