



## PhD English Exam Procedure

For the **PhD English requirement**, candidates need to give a **20-minute presentation** regarding an independent section of their dissertation. The dissertation advisor and the English professor must be present at the exam.

The amount of time needed to prepare the exam depends on the candidate's level of English fluency. If they are comfortable with English, they still need to calculate **no less than two weeks for the entire process**.

### The procedure is as follows:

1. **Register for the PhD English Exam** with Lolita (Servicios Escolares) during the registration period of the corresponding semester, specifying the month you plan to take the exam.
2. **Submit slides** to the English Professor. (15 – 25 slides)
3. **Schedule an appointment** with the English Professor to go over slide corrections at least two weeks before the intended date of the exam.
4. *If necessary*, for those with limited experience with English, **submit presentation script**.
5. **Schedule an appointment** with the English professor to run through the presentation in order to correct any pronunciation or fluency problems.  
(Depending on the outcome of the run through, the English professor will be able to judge how much more time is needed to prepare for the exam.)
6. Once the English professor authorizes the presentation, **schedule a date** for the Final Exam with your thesis advisor and English professor.
7. Request **the exam document** from Lolita at least 3 days prior to the exam date.

### Format of the exam

- Candidate gives the prepared presentation.
- Immediately after the presentation, the candidate will be asked relevant questions.
- The dissertation advisor and the English professor will then decide whether the presentation meets their expectations.

An important requirement regarding the PhD English Exam is obligatory participation in one semester of the **Phd Expository Writing Workshop**. Preferably within the last two years of PhD studies.

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