

Type the following link in your web browser: <https://graduateschool.charlotte.edu/current-students/forms>

- Scroll down to the Doctoral Student Forms portion and click the Exam Reports of Comprehensive/Qualifying Examination for Doctoral Students link.

## Doctoral Student Forms

Doctoral Student Forms are submitted electronically through DocuSign unless otherwise noted.

1. To begin a new form simply click the link, follow the instructions on the Powerform Signer to enter names and NON-ALIAS email address for your advisor/committee chair, committee members and graduate program director, depending on the requirements of the form.
2. Enter your NinerNet credentials when prompted and then follow the instructions for data entry, etc. on the form.
3. You can track your form within DocuSign by logging into docusign.charlotte.edu using your non-alias @charlotte.edu email address and NinerNet credentials and follow the instructions for managing envelopes.
4. **If you have questions or need to make a change after submitting, please contact [gradschoolforms@uncc.edu](mailto:gradschoolforms@uncc.edu).**
5. For more information about DocuSign you may find the [FAQ](#) helpful.



### Exam Report of Comprehensive/Qualifying Examination for Doctoral Students

For reporting completion of comprehensive or qualifying exam.

Enter your full name (first & last), and then your UNC-Charlotte email address. The form will be rejected if you use your personal email address.

## PowerForm Signer Information

UNC Charlotte Doctoral Exam Report of  
Comprehensive/Qualifying Examination (1054)

Thank you for initiating this UNC Charlotte Doctoral Exam Report of Comprehensive/Qualifying Examination. Please fill in the name and non-alias @uncc.edu email for each signing role listed below. Identity will be verified for each signer by using their NinerNet credentials.

Please enter your name and email to begin the signing process.

### Student

**Your Name: \***



**Your Email: \***



Please provide information for any other signers needed for this document.

Type your dissertation advisor's name and email address in the Chair portion of the document.

### Chair

**Name: \***

Harish Cherukuri

**Email: \***

Harish.Cherukuri@uncc.edu

### Member 1 (if applicable)

**Name:**

Full Name

**Email:**

Email Address

If you have multiple advisors, list their names and emails in the following slots.

### Member 1 (if applicable)

**Name:**

Full Name

**Email:**

Email Address

### Member 2 (if applicable)

**Name:**

Full Name

**Email:**

Email Address

At the bottom of the first page, you will need to input Dr. Terry Xu and her email ([ttxu@uncc.edu](mailto:ttxu@uncc.edu)) in the Graduate Program Director portion. Click the “Begin Signing” button at the bottom of the page to continue.

### Graduate Program Director

Name: \*



Email: \*



**BEGIN SIGNING**

Review the electronic record and signature disclosure and check the box to agree to use electronic records and signatures, then click Continue.

This site uses cookies, some of which are required for the operation of the site. [Learn More](#) OK

**Please Review & Act on These Documents**

The Graduate School at UNC Charlotte  
UNC Charlotte

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Please complete this UNC Charlotte Doctoral Exam Report of Comprehensive/Qualifying Examination. Upon completion by you, the form will route to the signers you indicated and then to the UNC Charlotte Graduate School for processing.

**Please read the Electronic Record and Signature Disclosure.**  
 I agree to use electronic records and signatures.

**CONTINUE** **FINISH LATER** **OTHER ACTIONS**

The above named student has: (Check one)  Passed  Failed

**Re-Examination** (check one)  Yes  No

Date of first attempt:

Comprehensive Examination On:

Qualifying Examination On:

**Committee Member Signatures**

**Chair:**  
Name: Harish chesukuri Signature/Date:

**Member:**  
Name:  Signature/Date:

**Member:**  
Name:  Signature/Date:

**Member:**  
Name:  Signature/Date:

**Member:**  
Name:  Signature/Date:

**Member:**  
Name:  Signature/Date:

**Graduate Program Director:**  
Name: Terry Xu Signature/Date:

**Graduate School Approval:**  
Name: Graduate School processors Signature/Date:

Aug 21 Date Processed:

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Click "Start" to begin signing. Enter your Student ID# and Degree/Program (Mechanical Engineering PhD).

**START**

DocuSign Envelope ID: DD97A805-6F28-44EB-A300-3E967F15CD0C 1054

**Exam Report of Comprehensive/Qualifying Examination for Doctoral Students**

**UNIVERSITY OF NORTH CAROLINA CHARLOTTE THE GRADUATE SCHOOL**

**This form must be submitted to and approved by the Graduate School following the Examination. Required signatures must be original or completed through DocuSign.**

Student Name:  Student ID #:

Degree/Program:

The above named student has: (Check one)  Passed  Failed

You will not be prompted to select Passed or Failed. Skip this question.

If you are retaking an exam, select yes, and input the date of your first attempt in the Qualifying Examination slot. If you are unsure of the date, check your email for your Qualifying Exam schedule confirmation. If you cannot find this email, please contact Kyra Taylor ([ktayl129@uncc.edu](mailto:ktayl129@uncc.edu)) or Dr. Terry Xu ([ttxu@uncc.edu](mailto:ttxu@uncc.edu)).

The above named student has: (Check one)  Passed  Failed

**Re-Examination** (check one)  Yes  No

Date of first attempt

Comprehensive Examination On:

Qualifying Examination On:

A green arrow labeled "SELECT" points to the left. A red arrow points to the "Qualifying Examination On:" radio button.

Your dissertation chair and/or committee members should be auto-populated in the signature portion of the form. Confirm that the information is correct before clicking “Finish”.

**Committee Member Signatures**

**Chair:**  
Name: Harish Cherukuri Signature/Date:

**Member:**  
Name:  Signature/Date:

**Member:**  
Name:  Signature/Date:

**Member:**  
Name:  Signature/Date:

**Member:**  
Name:  Signature/Date:

**Graduate Program Director:**  
Name: terry xu Signature/Date:

**Graduate School Approval:**  
Name: Graduate School Processors Signature/Date:

Aug 21 Date Processed:

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**FINISH**

Red arrows point to the "Chair:" label, the "Graduate Program Director:" label, the "Graduate School Approval:" label, and the "FINISH" button.