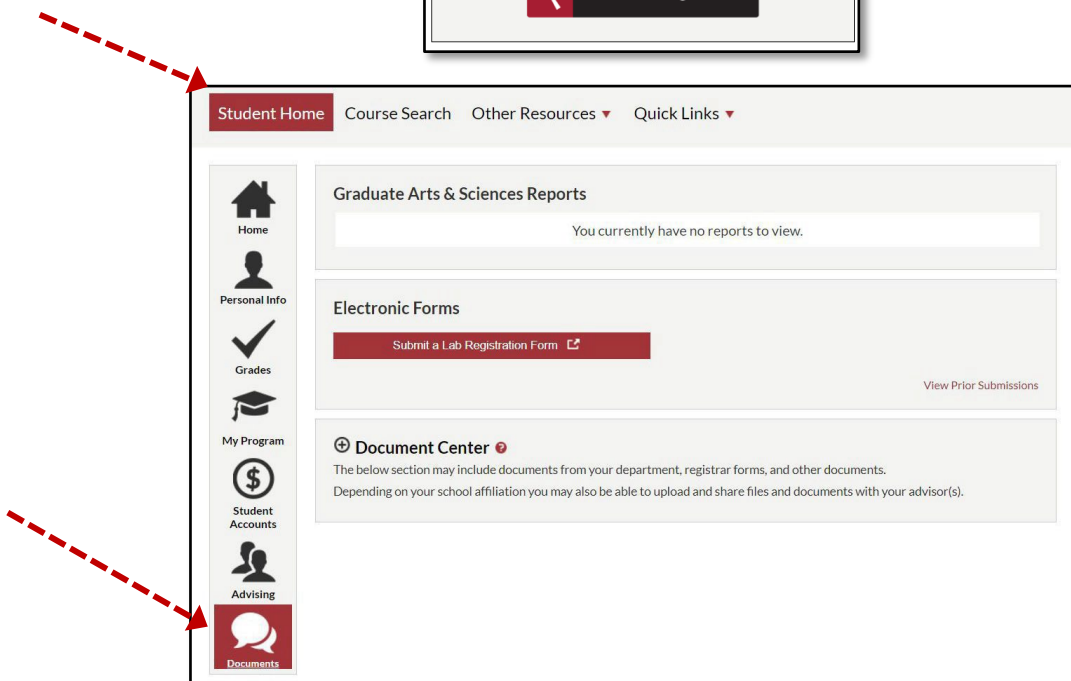
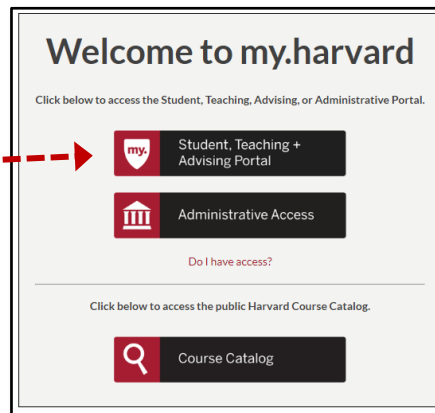




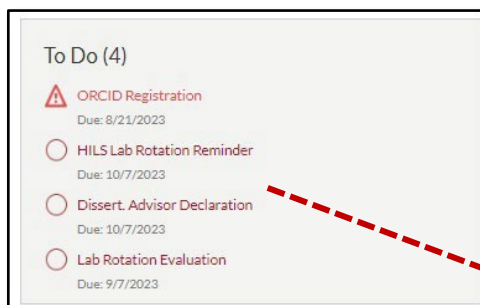
HARVARD ACADEMIC FORM GUIDE

Accessing an Academic Form

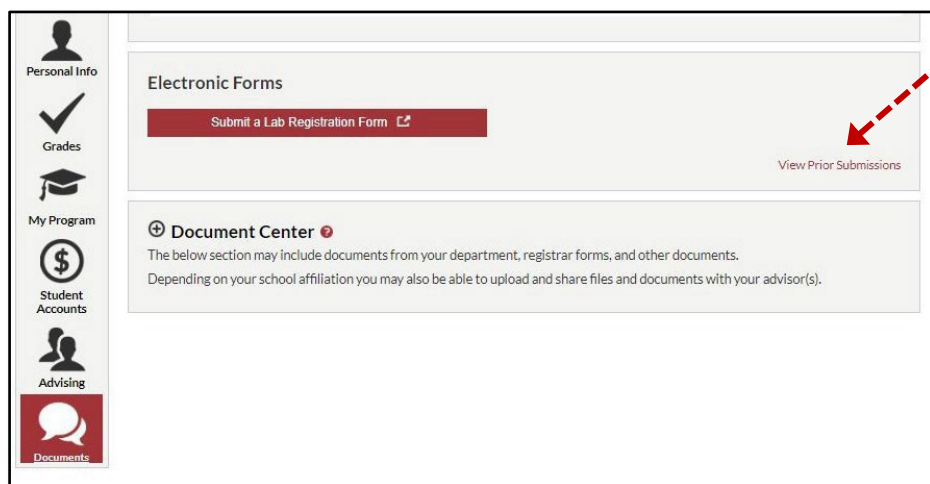
Academic forms are available in the [My.Harvard Student Portal](#), in the **Documents** section of the **Student Home** page.



- If a form has been assigned to you, you will see the reminder in your **To Do list** at the bottom of the **Student Home** Tab. Open the To Do item and there will be a direct link in the description



- Forms you have previously submitted can be access via the **View Prior Submissions** link found on the **Documents** page. This list includes the statuses of forms in the approval process.



Qualifying Exam Information Registration Form

Once you have declared a dissertation advisor and joined their lab, you will have access to the Qualifying Exam Information form. This is used to register important information about your qualifying exam, including exam topic, date, and your exam committee members.

Exam Details

Dissertation Advisor Lee Churchman

1 Exam Date

Exam Time (if known)

Exam Location (if known)

Please provide your research topic:

- Fill in your exam date and a brief description of your research topic. If known, you can enter the location and time of your exam. However, leave this information blank and your program administrator can fill it in at a later date.

Form PQE Committee

Depending on your program, there may be specific requirements for the makeup of your committee. Bec

program before submitting this form.

Committee Chair

Program Affiliation Biomedical Informatics

Committee Chair Edwin Silverman

How many additional members are in your committee? 2

Member #1

Program Affiliation Chemical Biology

Committee Member Amit Choudhary

Member #2

Program Affiliation Molecular & Cellular Biology

Committee Member Andrew Murray

Is there a non-Harvard affiliated member? Yes

*Non-Harvard Member Lilly liddick

Institution Affiliation Animal Shelter

Email Address pspsp@meow.com

Submit

2. To select a faculty member, first choose their program affiliation from the dropdown, then select the faculty member. Begin by choosing your PQE committee chair.

3. Indicate how many additional members are in your committee (up to 4). Then select those members in the fields that appear.

4. If you have a non-Harvard affiliated member, choosing Yes will trigger free text fields to populate information on the person.

5. Submit your form