

NREM M.S. Plan C – Advance to Candidacy (Form II B)

Use this form to report the following:

- Appointment of capstone experience panel committee (If appointing a non-graduate faculty to the committee, attach justification and a current CV of the faculty.)
- Approval of capstone experience proposal, including both written and oral requirements (Attach the appropriate approval(s) as necessary. See below.)

General / Qualifying Exam

The exam assesses the quality of the student's preparation for advanced work in the academic discipline and ability to pursue graduate work at the master's or doctoral level. In addition, the exam assists in the planning of a program of study that will overcome any deficiencies in the student's background.

The exam may be oral and/or written. Exam content and grading policy are determined by each graduate program and set uniformly throughout the program.

The graduate chair shall coordinate the exam, which will be conducted by either the faculty of the graduate program or a committee appointed by the graduate chair.

The graduate chair shall report the exam results (including repeated exam results, if applicable) to the Office of Graduate Student Services. Results are reported as follows: Master's Plan C — via memo

A student who fails the general exam may repeat it once. A student who fails the exam for the second time is dismissed from both the graduate program and the Graduate Division.

- **Committee on Human Studies <www.hawaii.edu/irb/>**
The Committee on Human Studies (CHS) functions as the federally mandated Institutional Review Board (IRB) for the UH system. All research proposals involving the use of human subjects or the university's non-public information to identify or contact research subjects need to be reviewed and approved by the CHS. Federal guidelines allow for some research to be exempt from IRB review. However, only the CHS may grant such exemptions.
- **Environmental, Health and Safety Office <www.hawaii.edu/ehso/>**
The Environmental, Health and Safety Office (EHSO) ensures safe campus environments through the development and administration of health and safety programs critical to the university experience. Research proposals involving radioactive materials, biological "commodities" (including micro-organisms, plants, animals, biological toxins, cell or tissue samples, recombinant DNA), compressed gas (scuba) diving, certain chemicals and hazardous materials, and the disposal of hazardous materials need to be reviewed and approved by the EHSO.
- **Institutional Animal Care and Use Committee <www.hawaii.edu/ansc/IACUC/>**
The Institutional Animal Care and Use Committee (IACUC) is responsible for the oversight and evaluation of animal care and use at the university. Research proposals involving vertebrate animals need to be reviewed and approved by the IACUC.

Approval for Research Topics

As required by federal, state and university regulations, UHM students who intend to conduct research that involves the use of subjects listed below must check with their respective academic departments, the Office of Research Services, and the appropriate office(s) listed below for approval and guidance.

Panel Committee Approval

Members of the panel committee must review the student's capstone experience proposal (written and oral components) and indicate their approval by signing this form.



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Part I. To be completed by the student

Name _____ UH ID No. _____
LAST, FIRST, M.I.

Concentration Area

Capstone Title: _____

I certify that I have read and understand the policies and instructions for this form. I have obtained and attached to this form ALL required approvals (CHS-humans, EHSO-diving, hazardous materials, IACUC-animals) for my research topic.

Signature of Student _____ Date _____

Obtain approval signatures from the panel committee: We certify that we have reviewed the proposed capstone experience and found that the proposal is: 1) appropriate to the student's academic discipline, 2) has passed their general exam, and 3) in compliance with the policies and instructions for this form.

Name (Type or Print)	Signature	Date
Chair		
Member		
Member		
Member		

Part II. To be completed by the graduate chair

Approved Not Approved

Signature of Graduate Chair _____ Date _____