

**PhD Comprehensive Knowledge Examination – Scheduling Form**

This form must be submitted to engineering.graduate@ubc.ca no later than two weeks prior to the Comprehensive Examination date.

Student Name:	Date:
Student Program:	Student #:

Supervisor:	Supervisor Program:
Co-Supervisor:	Co-Supervisor Program:
Chair: (Oral Exams only)	Chair Program:

Committee Member:	Committee Member:
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Examination Details

Oral: (no more than 3 hours)	Exam Date:	Exam Time:
	In-person	Virtual Hybrid
	Is a room required?	Yes No
	Room # (booked by the SOE Graduate Office):	
Take-Home: (no more than a week)	Start Date:	End Date:
	Duration Total (Days – may not exceed one week):	

Student is advised of expected scope and depth of knowledge.

Student is informed of resources available during exam (ie: closed/open book exam, take home exam/computer/software requirements, etc.).

Student is provided with clear expectations or restrictions regarding the use of AI tools and may be required to explain the extent to which AI tools were used in preparing their responses ([Graduate Education and Generative AI](#)).

Student understands that if the committee is concerned that AI use may have compromised the assessment of the student's own knowledge or understanding, it may request additional assessments and/or may submit a report to the Academic Misconduct Review Committee (AMRC).

Student Signature:	Date:
Supervisor Signature:	Date:
Assoc. Director of Graduate Students Signature:	Date: