This form reports the results for the following: Doctoral Comprehensive Exam, Master’s Plan II Exam, Defense of thesis, Defense of Dissertation.

On the day of the student’s exam/defense, the Committee members will complete the Report of Examination using Grad Studies App via https://gradforms.unm.edu.

This form reports records the Committee consensus on the exam's/defense as well if distinction is to be awarded.

Exam Committee Chair records the consensus decision which will trigger the form for each committee member to agree or disagree with the decision. The committee chair should request the proxy vote for any non-UNM committee members.

Committee members (including committee chair) 'sign' the form by selecting agree or disagree (with the recorded decision). Further, each committee member notes whether the student should receive distinction. The committee chair is responsible for recording the vote for all non-UNM committee members.

Department/unit approval is open to three people for each graduate program: department chair, graduate program (faculty) advisor, and graduate (staff) advisor.
Changing “Conditional Pass” to “Pass”

- If conditional pass is the result of the exam/defense, according to the catalog, a student with a conditional pass has the following semester to complete/satisfy the conditions.
- If you’re the committee chair then you would have the Report of Examination sit in your queue within the section “Exam Committee Chair Conditional Pass Review” – when you determine the conditions have been met then you complete the form (this takes the place of the chair sending a memo to Graduate Studies).