Graduate Division

grad@uci.edu

**Submit materials to:**

**Graduate Division**

**120 Aldrich Hall**

**Zot Code 3180**



|  |  |
| --- | --- |
| **STUDENT** | Please complete this form and obtain the requested signatures. In order to complete and submit, students must pay the required advancement fee. Once the required fee has been paid, students will receive an electronic receipt, please upload the receipt via the attachment icon to your DocuSign form. **The student’s official date of advancement is the day this completed DNP Form I is received by the Graduate Division.** Link to pay the required advancement fee: [**https://secure.touchnet.net/C21570\_ustores/web/store\_main.jsp?STOREID=319&SINGLESTORE=true**](https://secure.touchnet.net/C21570_ustores/web/store_main.jsp?STOREID=319&SINGLESTORE=true)**dnp form i Advancement to Candidacy – DNP Degree** |
|  |
| Student Name: |       |       |       | Student ID Number: |  |
| Last | First | Middle |
| Student Phone: **(   )** |  | Student E-mail Address: |  |
| Term Expected to Complete DNP degree requirements: [ ]  Fall [ ]  Winter [ ]  Spring [ ] Summer  |       |
| Library Submission: [ ]  YES [ ]  NO | Year |
|  |
| **CANDIDACY TEAM** | **Please complete this section and indicate whether you recommend that the student advances to candidacy.** |
| The candidacy team testifies that the student has successfully progressed through the first two DNP Scholarly Project courses, 1) DNP Prologue, 2) DNP Intersession. The third course, 3) DNP Epilogue will be completed before the degree can be conferred. The recommendation of each member on advancement to candidacy for the DNP degree is indicated below. Note that the recommendation must be unanimous in order for a student to advance to candidacy |
|  |
|  |  | **Name (please print)** |  | **Academic Unit** |  | **Signature** |  | Recommend Advancement? |
| **Chair** |  |       |  |       |  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | [ ]  Yes [ ]  No |
|  |  |       |  |       |  |  |  | [ ]  Yes [ ]  No |
|  |  |       |  |       |  |  |  | [ ]  Yes [ ]  No |

|  |  |
| --- | --- |
| **DEPARTMENT** |  |

 Student has completed all degree requirements required to advance to candidacy: Yes [ ]  No [ ]  Other [ ]  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Please explain)

[ ]  The scholarly project research will involve human subjects, animals, or other regulated entities.

[ ]  The project has received the relevant regulatory approvals (IRB, IACUC, etc.)

Information on research policies and regulations can be found on the Office of Research website: <http://www.research.uci.edu/ora/>

**The Scholarly Project Team is recommended and approved by (please sign and date below):**

|  |  |  |
| --- | --- | --- |
|       |  |       |
| Candidate (i.e., the student) | Date | Program Director | Date |
|       |       |
| Chair of Scholarly Project Team | Date | Associate Dean(Required for: Biological Sciences, Engineering, Humanities, Medicine, Social Ecology, Social Science & ICS) | Date |

|  |  |
| --- | --- |
| **GRADUATE DIVISION** |  |
| Advanced to Candidacy  |       |  |       |  |
|  | Date | Quarter/Year |
| Approved by  |       |       |

 Dean of the Graduate Division (or designate) Date

|  |  |
| --- | --- |
| **BACKGROUND INFORMATION FOR COMPLETING DNP FORM I** | **NOTE:** Much of the text below is adapted from UCI’s *Graduate Policies & Procedures Handbook* <https://grad.uci.edu/forms/academics/Graduate-Policies-and-Procedures.pdf>  |

**ADVANCEMENT TO CANDIDACY**

**Procedure for Validating and Recording Results**

Upon completion of the DNP Scholarly Project Proposal, the results should be submitted to the Graduate Division on the Advancement to Candidacy DNP Degree Form I (i.e., page 1 of this form packet). The DNP Form I must be signed by all team members at the time the candidacy examination is concluded, and submitted. If the unanimous recommendation of the team is favorable, the student must pay the $90 Advancement to Candidacy Fee to the campus Cashier's Office that will validate (i.e., stamp the form to indicate receipt of advancement fee) the DNP Form I. The student must then submit the DNP Form I to the Graduate Division. The date the student submits the signed and validated DNP Form I will be the official date of advancement. The candidate and graduate program will be notified of formal advancement.

**DNP Scholarly Project Team**

The DNP Team will consist of a minimum of two members; unanimous approval of the DNP Scholarly Project Proposal from the DNP Team will be required for the student to proceed toward degree completion. The Chair of the DNP Team must be a UCI School of Nursing doctorally prepared faculty member. The second member of the DNP Team may hold an academic appointment from any accredited university, or may be a practice/content expert from academia or the community. In some instances, additional experts/mentors/partners/facilitators can be formal or informal collaborators and may provide intermittent or limited support throughout the project stages as needed. The DNP Program Director approves nomination and modifications of the DNP Team.

**DNP Scholarly Project and Proposal (Replaces Qualifying Examinations –written and/or oral)**

Successful progression through each of the DNP Scholarly Project courses will be framed by three on‐site intensive courses: 1) DNP Prologue, 2) DNP Intersession, and 3) DNP Epilogue. Each course builds upon the previous course, and successful completion is required prior to moving forward through the series. Evidence of student performance and eligibility will be determined by evaluation of the student’s project presentations, log of practicum experiences, site visits to evaluate performance, written evaluation from both faculty and the practicum site mentor, and ongoing communication between the student, practicum site mentor and program faculty.

### Graduate Enrolled Form Payment Link

In order to complete and submit the forms listed here, students must pay the required fee from the link below. Once the required fee has been paid students will receive an electronic receipt, please upload the receipt via the attachment icon to your DocuSign form or, if you are emailing the form directly to Graduate Division please also attached the electronic receipt for the form to be complete. Please note, without proof of payment the form

[Advancement to Candidacy Fee](https://secure.touchnet.net/C21570_ustores/web/store_main.jsp?STOREID=319&SINGLESTORE=true)

**Lapse of Candidacy**

Candidacy for the DNP will lapse automatically if the student loses graduate standing by academic disqualification or failure to comply with the University policy on continuous registration. A readmitted student who was a candidate for the DNP must again advance to candidacy and thereafter enroll as a candidate for at least one academic quarter before the DNP will be conferred.