

CANDIDACY EXAM

1. Check that you have earned at least 4 credits (verify in IS-Academia <http://is-academia.epfl.ch/>)

2. At the latest 3 weeks before the exam:

Fill in the jury's proposal, available on your [IS-Academia](#) portal. There is no need to collect the signatures.

The jury members are:

- President: A member of the [EDMA committee](#)
- Thesis director and co-director (if applicable)
- Another EPFL collaborator authorized to fulfil the function of a thesis director at EPFL, not hierarchically dependent on the thesis director or co-director.

3. Write a research plan:

- It should include the following points :

- 1) *Introduction : (1 page)*
- 2) *Objectives : (1/2 page)*
- 3) *First results (scheme of work) :(1 page)*
- 4) *Future planning (scheme of work) (1 page) ⊗by*
- 5) *Miscellaneous*
 - *Publications (if there are already)*
 - *Oral presentation(s)*
- 6) *References*

- The research plan has to be validated by the thesis director before the exam and should be sent to the jury members and to edma@epfl.ch a few days before the exam.
- Print the **cover page** from IS-Academia, fill in the résumé, bring to the exam.

4. Documents to take to the exam:

- **the cover page**, signed by you and your phd advisor (the EDMA office takes care of the programme director's signature).
- The Exam Evaluation Report, which should be signed by the jury members at the exam. **You will receive this document from the EDMA office by email.**

5. After the exam:

Bring

- the PV (Exam Evaluation Report) (filled and signed by Jury)
- **the cover page** (signed by you and the supervisor) and
- the research plan to the EDMA office.