

**THE EDUCATION UNIVERSITY OF HONG KONG**  
**GRADUATE SCHOOL**  
 Doctor of Philosophy (PhD)/  
 Master of Philosophy (MPhil)

**Flowchart of Qualifying Examination**

- Panel Members:**
- Chair: Dean of Graduate School or nominee (*Please noted that Chair is responsible to hold the flow during the presentation*)
  - Principal Supervisor and Associate Supervisor(s)
  - Independent Member: Principal Supervisor's nominee

Timeline	Responsible Parties	Workflow	Times
During the Oral Presentation	Chair	Welcoming Speech	1-2 mins
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	Student	Student Presentation	15-20 mins
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	Student & Panel members	Questions and Answers (the Chair will invite both the students and panel members to ask questions)	20-25 mins
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After the Presentation	Panel members	Assessment of the student (it's a closed door assessment and the students (including the presenter) are asked to leave the room)	10-15 mins
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	Chair	Notify the student about the result and Remind the student to hand in a rebuttal to the Graduate School	
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	GS	Forward the comments from Panel to student	
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	Student	Submit rebuttal to GS	
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GS	Forward rebuttal to the Panel members		
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Panel Members	Inform GS whether they are satisfied with the rebuttal or not		