

Master's Comprehensive Examination and Thesis Application

Name _____

Address _____

Phone (Home) _____ Phone (Work) _____

Email Address _____

Education Advisor _____

Program of Study _____

Directions

Students enrolled in a program leading to a Masters in Education are required to complete either a thesis or pass a comprehensive exam. Students must elect which of these two options they will choose immediately after completing 15 hours of coursework. Attached are the parameters for the comprehensive exam and the thesis. Students should review the Graduate Catalog for a complete description of the parameters.

Courses

Please list courses by letters, number, title, and date of the courses you have taken. Use an asterisk (*) to denote transfer credit(s) and list as shown on transcript. At bottom indicate university transferred from.

It is the student's responsibility to list all courses in correct categories and to be sure all transfer work has been recorded on transcript. Application is to be turned in to the Program Office, DePerno Hall, during the first 4 weeks of the semester the exam is to be taken.

Course Number	Course Title	Date Taken
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Selection

Please select the option to complete your degree requirement (check one):

- Thesis
- Comprehensive Examination Spring 2010 _____ Fall 09 _____ future semester _____

I affirm that all the information on this application is complete and accurate, and that I have read and understood the information.

Student's signature _____ Date _____

Approval:

Advisor: _____

Date _____

Program Director: _____

Date _____

Comprehensive Exam Parameters

- ❑ *Prerequisite*- have completed 15 hours of coursework and have reviewed the Comprehensive Study Guide.
 - ❑ *Exam Format*- the exam will be given in two sessions of three hours each. The exam will be 2 short focus questions to be related to a comprehensive essay question. Each session of the exam will have 2 essays. The entire exam will have a total of 8 short answer and 4 essays for the exam.
 - ❑ *Length*- Two sessions of 3 hours each for a total of 6 hours for the exam.
 - ❑ *Dates*- The exam will be given approximately 5 weeks before the end of the fall and spring semesters.
 - ❑ *Location*- Classroom with mobile computer.
 - ❑ *Test Grading Procedures*- Students will be given a pass or fail based on a rubric. Two instructors will score the exam. If there is not consensus, the Director of the Department will make the final determination.
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- ❖ Students will complete the comprehensive exam in written format or on a computer to be made available to the student.
 - ❖ Students will be allowed to take the exam no more than two times.

Thesis Parameters

- ❑ Each completed thesis or project must contain the following elements: a definition of the topic, a review of current literature on the topic, an explanation of the methodology, results, discussion, and conclusions.
- ❑ All research findings must be presented in written form in correct, standard English, with attributions and citations as appropriate to the discipline.
- ❑ Each graduate thesis/project requires a committee of up to three members including a sponsoring member from the department in which the student is matriculated and up to two additional members, of whom only one may be from the same program as the sponsoring faculty member.
- ❑ Each student must submit a proposal and have it approved prior to beginning the research thesis/project. Periodic review with your committee is required.
- ❑ The student must submit the completed thesis/project to each committee member for approval at least 10 weeks prior to the anticipated date of graduation.