

Freed-Hardeman University  
Graduate Studies in Education

Facts About the Comprehensive Examinations

A written comprehensive examination will be required for each master's degree. The comprehensive examinations will be prepared by members of the graduate faculty who have taught the courses. The examination will normally be administered during the student's last semester and candidates will be notified of the time and place of the examination at least one month prior to the examination.

Faculty who have taught or now teaching a course will score the essay examination for that course. Reasons will be stipulated when a grade of "fail" is given on the essay examination.

Although quantity does not substitute for quality, comprehensive exam questions are such that an adequate answer would require a minimum of 10-12 pages. An answer less than this would likely be considered too brief to cover the topic at hand. Students must pick those questions with which they can be thorough in their responses.

Students will be notified by the director of the program if they passed or failed the comprehensive exam within 10 days after the examination has been written.

Students who fail the examination will be given an opportunity to **take it again the following semester.** Students, who fail the objective tests, must take all three tests again.

Students who fail the comprehensive examination **twice** must petition the Director of Graduate Studies in Education for permission to take the exam again. (*Graduate Catalog, Comprehensive Examinations*)

An information session will be held each semester to help students to successfully complete the comprehensive examinations. It is the responsibility of the student to attend the session or contact the Director of Graduate Studies or the Director of the Memphis Center to **obtain and read** the necessary form(s) to take the comprehensive examinations. The request to take the comprehensive examinations must be made well in advance before the exam date.

**Note: If you complete the application for graduation for a semester and for some reason you do not graduate, you will need to complete the application again for the semester you plan to graduate.**

I, \_\_\_\_\_ have read and understood the above information.

Date \_\_\_\_\_