

## **Comprehensive Exam Procedures**

Department specific

Department of Geosciences (02/2015)

## M.S. Students

- Consult the University guidelines for comprehensive exams.
- The M.S. comprehensive exam should be conducted soon after the student has completed the coursework listed on the Graduate Study Plan.
- The Department requires only an oral exam, but not a written exam.
- A written thesis proposal is required within the degree requirements and is part of the comprehensive exam.

Determine and agree on the subject areas in which the student will be examined (listed in the Graduate Study Plan). The subject areas are based on the student's course work and Master's research. Typically committee members distribute the responsibility of examining in the different subject areas.

- The oral exam should start with a presentation of the Master's research proposed and the work completed so far by the student. The presentation will be followed by an oral exam with the committee.
- Students are encouraged to meet with committee members prior to the oral exam to clarify expectations for the oral exam. The typical oral exam lasts 2 to 4 hours; students should plan accordingly when reserving a room.
- Complete and submit relevant paperwork (see Graduate School forms), including the report on comprehensive exam and the advancement to candidacy form.