

College of Education and Professional Studies Graduate Comprehensive Examinations Policy

The Graduate School at the University of South Alabama requires all students receiving a Master's or Educational Specialist degree to pass a comprehensive exam. Students enrolled in certification only programs must also successfully complete the comprehensive exam. The comprehensive exam may be repeated no more than twice. Students who do not successfully complete the comprehensive exam will be dismissed from the Graduate School.

Students must sign up for the comprehensive exam, by the posted deadline, through the Office of Graduate Studies. Deadlines will be strictly enforced. Deadlines are posted and can be viewed on the Comprehensive Exams link on the CEPS Graduate School webpage (<http://www.southalabama.edu/colleges/ceps/gradschool/>).

Students can obtain an application for the comprehensive exam from the Comprehensive Exams link on the CEPS Graduate School webpage (<http://www.southalabama.edu/colleges/ceps/gradschool/>). Only students who have applied for graduation and are completing their degree requirements in the current semester are allowed to apply for the comprehensive exam. A copy of the student's graduation checklist must accompany the student's application. It is a good idea to sign up for the comprehensive exam at the same time that you apply for graduation. Thus, you will be signing up for the exam the semester before you will take it. This should ensure that the deadline is met.

Comprehensive exam dates are set in advance and are posted within academic departments as well as on the Comprehensive Exams link on the CEPS Graduate School webpage (<http://www.southalabama.edu/colleges/ceps/gradschool/>). Students in Master's and Ed. S. programs should sign up to take their comprehensive exam in the semester in which they will complete their degree requirements. Students can also choose to take the comprehensive exam after all other degree requirements have been met.

Degree programs differ in the type and format of their comprehensive exams. Please, contact the Department and your advisor with questions about the comprehensive exam for your specific program.