

## **Comprehensive Examination MS JLC and MS THSP**

Comprehensive Examination MSJLS It is generally a good idea to begin planning early for the comprehensive exam. This should be done after you have completed about 9 credits. In that way you can organize your courses in the most logical sequence for you. The exam is three hours long and includes some choice of questions. Actual past exams are posted on this site for your review. You may write your answers by hand or in Microsoft Word.

The best way to prepare for the exam is to review the materials, course readings, problems and cases covered in your classes, especially the seminars chosen from JLS-601, -602, -607, -609, -610 or -672. You should have a working knowledge of the basic issues, concepts, and methods of analysis stressed in these courses. Additionally you are responsible for all materials in the reading list in your chosen area (concentration. Of the actual exams posted, those offered Fall 2009 forward illustrate the current format. Exams posted previous to that date may be of a different format but the questions are actual questions and are still representative.)

### **Evaluation and Grading**

To pass the exam, your answers must be logical, well-organized, and to the point of the question. You should demonstrate knowledge of the literature in the field including that on the reading list.

Each question on the exam will be graded by two faculty members. The exams are numbered so that the professors do not know whose exams they are reading. In the event of a difference in evaluation by the two readers, a third professor will also read. You must pass both questions in order to pass the exam. If you do not pass, you may retake the exam at a later regularly scheduled administration. The exam is given three times each year, in the fall, spring, and summer.

We will mail the results of the exam approximately four to six weeks after the exam date. The grading process is fairly complex and it generally takes some time to get all the results. Please do not call the staff for your grade - they are not permitted to give out results nor are they able to tell you the status of your exam while it is being read.

If a student does not pass the comprehensive exam after two sittings, then his or her program in DJLC will be terminated. The student has the right to petition the department chair for reinstatement in the program. The decision to reinstate will be based on a review of the student's record, including grades and performance on the comprehensive exams. As part of the petition, the student must present a study program designed to correct deficiencies identified by faculty and identify the semester in which the exam will be retaken.