

GRADUATE AREA COMPREHENSIVE EXAMINATION IN ENGLISH
Department of English and Modern Foreign languages
Policy for Graduate English Majors
Revised Copy 10/20/2009

- Article 1** All required courses should be completed before sitting for the Graduate Area Comprehensive Examination in English.
- Article 2** The Graduate Area Comprehensive Examination in English will last for **six** hours on any Saturday established and announced as the test date. The times of the examination will be **from 8:30 a.m. to 11:30 a.m. and from 1 p.m. to 4 p.m.** The morning session will be dedicated to the core course segments of the examination.
- Article 3** Students are expected to satisfy **six** areas or subjects. Four of the six should be **core courses** for the Master of Arts (MA) or the Master of Arts in Teaching (MAT) degrees.
- Article 4** Students are required to take and pass **all six subjects**.
- A. Students who fail only **two segments** of the Graduate Area Comprehensive Examination in English are allowed to rewrite those segments at a time scheduled by the examination coordinator or the department chair. The rewrite of the examination must take place within two weeks of the initial testing time. Students who fail the rewrite of one or more segments of the Graduate Area Comprehensive Examination in English must retake the entire exam on the next scheduled exam date. Students may not wait until the next scheduled examination without special permission from the examination coordinator and the department chair.
 - B. The **failure of any three (3)** segments of the examination requires a **complete retake** of the Graduate Area Comprehensive Examination in English. Permission is granted for **only one** complete retake.
 - C. A student is allowed to retake the total (all six subjects) Graduate Area Comprehensive Examination in English **only once**.
 - D. Failure of the Graduate Area Comprehensive Examination in English **twice** means that the student must confer with the assigned academic advisor and the department chair to ascertain his or her departmental status.
 - E. **Rewriting for two questions on the examination:** Students who sit for the rewriting of only two questions will only be allowed the time required of those segments within the entire test of 360 minutes. Therefore, **each segment of the six subjects has a time allowance of one hour (60 minutes) maximum** in which the student may complete that segment of the examination. **To rewrite two segments, the student is allowed two hours (120 minutes) maximum.** No student will sit the full six (6) hours to rewrite any segment of the examination. The day designated for the rewrite will be determined by the examination coordinator or the department chair. If further rewriting is required, the department chair in consultation with the examination segment evaluator will determine an appropriate time and venue for that rewrite.

- F. To qualify for rewriting any segment, the student must have failed a completed and an evaluated segment of the Graduate Area Comprehensive Examination in English. If the student does not attempt the segment(s), then the student is not allowed to attempt a rewrite on that segment(s). No permission will be granted to complete the examination because of not finishing all segments within the time allotted for the entire test. No student will be allowed to return at a time after the test date to complete any unfinished segment. All six subjects must be satisfactorily passed.

Article 5 The oral defense of any major thesis must be completed, approved, and submitted to the Division of Graduate Studies by the date established and announced by the Division of Graduate Studies. Defense dates set by the College of Liberal Arts and the Department of English and Modern Foreign languages must be followed. **The oral defense must be public and must be announced two weeks prior to the date set for the oral defense.**

Article 6 The thesis advisor is responsible for the approved appearance of the final thesis draft, including the appropriate format as set by the Division of Graduate Studies, the correct kind and weight paper, the appropriate use of MLA documentation, and the adherence to general thesis guidelines.

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