

GRADUATE AREA COMPREHENSIVE EXAMINATION (GACE)

DOCTORAL
SPECIALIST
MASTERS'



THE DIVISION OF GRADUATE STUDIES

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Eligibility

Master-level

1. Completion of 24 semester hours of graduate coursework with a 3.0 grade point average
2. Completion of Forms I and II
3. Successful completion of Graduate English Competency Examination (GECE)

Specialist-level

1. Completion of 24 semester hours of graduate coursework with a 3.0 grade point average
2. Completion of Forms I and II

Doctoral-level

1. Completion of 80% of required graduate course work with the appropriate grade point average
2. Completion of Forms I and II

Students may not appear for the comprehensive examination until the Dean of the Graduate School declares them eligible. Additionally, students must be registered for at least one credit hour in the semester in which the examination will be taken. Audited courses will not meet this requirement. The Graduate Comprehensive Examination is generally given three times a year, Fall, Spring and Summer. Actual dates are determined by the Dean of the Graduate School. Students are permitted to take the Comprehensive Examination a maximum of two (2) times: if the student fails the second time, the student must petition the Academic School Dean for permission to take the examination the third time. Once permission is granted, students then register with the assigned advisor or department chair to take this examination.

Students should consult with department chairs or academic dean for specific departmental and school requirements and number of examinations offered per year.

Procedures

- Students must pick up an application in the Division of Graduate Studies or their respective Department. The student completes the application and meets with their advisor for review and approval.
- Prior to approval, the advisor must verify that all requirements specified in Part II have been completed.
- The advisor signs the application granting approval for the student to take the comprehensive examination.
- The Department Chair signs the form granting departmental approval of the student to take the comprehensive examination.
- The student brings the approved application to the Division of Graduate Studies (not to the department) by the deadline specified in the Graduate Calendar.
- Students who miss the deadline for their desired examination date must wait to take the examination on the next scheduled date.
- The Division of Graduate Studies will complete the Comprehensive Examination Roster and mail notification to all qualified applicants and their departments as least five (5) days prior to each scheduled testing date.
- Students should consult with advisor or department chair for the specific location and time for the examination.
- Students may **NOT** take the examination as a walk-in

Jackson State University
Jackson, Mississippi

THE DIVISION OF GRADUATE STUDIES

APPLICATION FOR THE GRADUATE COMPREHENSIVE EXAMINATION

DIRECTIONS: Please complete **Part I** and have your advisor and department chair to approve your application by affixing his/her signature to it. **Return the completed application to the Division of Graduate Studies on or before the deadline date specified in the Graduate Calendar.** Use this opportunity to confer with your advisor about the content of your examination which should be individualized, personalized, and based upon your course of study. **(SEE procedures on the reverse side).**

Part I - To be completed by the Applicant (Student) (typed)

NAME _____ STUDENT ID # _____
ADDRESS _____ CITY/STATE _____ ZIP CODE _____
PHONE # _____ MAJOR _____
ADVISOR _____ # HOURS EARNED _____ # OF TIMES THIS EXAMINATION TAKEN _____
DATE ENTERED THE GRADUATE PROGRAM _____ EXPECTED DATE OF GRADUATION _____
CURRENT MATRICULATION LEVEL MASTERS SPECIALIST DOCTORAL
DESIRED EXAMINATION DATE* _____

Student's Signature

*If you fail to take the examination on this date, you MUST RE-APPLY by the deadline to take it on a subsequent test date.

Part II - To be completed by the Advisor

THE ADVISOR VERIFIES THAT THE STUDENT HAS:

- YES NO -BEEN OFFICIALLY ADMITTED TO THE PROGRAM
- YES NO -PASSED THE ENGLISH COMPETENCY EXAMINATION OR PASSED ENGLISH 500 Date _____
- YES NO - NOT APPLICABLE - PASSED TOEFL Date _____
- YES NO - HAS SUBMITTED FORM I AND II TO THE DIVISION OF GRADUATE STUDIES

THE STUDENT'S CUMULATIVE GPA IS _____

THE STUDENT IS ELIGIBLE TO TAKE THE COMPREHENSIVE EXAMINATION OF _____
Examination Date

Advisor's Signature

Date

Department Chair

Date

Graduate Dean

Date