

DATE: Fall, 2010

TO: DLS students planning to register for Comprehensive Exams in Spring 2011

FROM: Frank Ambrosio, Ph.D., DLS Director

SUBJ: DLS Comprehensive Examinations Information and Check List

I note that you are registered for the DLS Comprehensive Examinations for the spring 2011 term.

Attached is a check list for you to determine the schedule for your comprehensive exams and state your particular area of interest for your DLS thesis. In addition, please indicate the professor with whom you have studied who would be familiar with your proposed thesis interest or topic, and whom you would like to be a member of your Oral Comprehensive Examination Committee. To participate in spring Comprehensive Exams, your Checklist must be completed and submitted to the Anne Ridder, 225 ICC by January 21st. Your oral exam must be completed on or before the last class day of the semester, May 2nd.

As noted in your *Handbook*, the Written Comprehensive Examination includes two examination questions: one addresses issues from the foundational courses and the other is tailored to the student's individual focus in the program. The method for completing the written part of the exam is noted below:

. You may come to the Graduate Liberal Studies Office, Rm. 225 ICC on a Monday of your choice between Feb. 1 and March 28 to pick up the Written Comprehensive Examination packet that will include the two questions to be answered. The completed examination must be returned to Rm. 225 ICC one week later on the following Monday.

The Written Examination is a "take-home, open-book" examination. You will write and submit "hard-copy" answers to the two questions - about 15 pages, double-spaced for each question as essay/research papers.

The Oral Comprehensive Examinations will be scheduled shortly after the receipt of your completed Written Comprehensive Examination. A committee of three professors (Dr. Reynolds, Dr. Ambrosio and your recommended faculty member) conduct each student's Oral Comprehensive Examination. The time and location will be forwarded to you as soon after the completion of your Written Examination as possible.

(Print and return the next page, please.)

Please return this form/check list by Jan. 21st to Anne Ridder in Rm. 225 ICC on or before scheduling your Comprehensive Examinations.

Name:

Email and Ph. #

Brief description of proposed DLS thesis topic or area of study.

Suggested professor to join your Oral Comprehensive Examination committee: (Please include his/her ph./email information and SS# and complete mailing address if the professor is not a GU employee.)

List the Monday date you wish to pick up the questions for your Written comprehensive Exam:

Date and Month: _____

List available dates - at least one full week after the return of your exam to assist in the setting of the date for your Oral Comprehensive Exam.

Best wishes as you prepare for this next DLS milestone.