



Communication & Development Studies

Center for International Studies, Ohio University.

COMPREHENSIVE EXAMINATION GUIDELINES

The procedures for the written comprehensive exam are as follows:

1. All written comps in Communication & Development Studies will be scheduled in the final quarter of study, usually in the **sixth or seventh week** of classes.
2. Each student wishing to take the written examination must:
 - a. Select **three faculty members**, representing the three major components of the degree (communications, geographical area, research or development specialization). At least one committee member should be from the School of Telecommunications.
 - b. By the **second week** of the quarter in which the exam will be taken, the student must submit the *Notification of Intent Form* to the ComDev Studies Program Director listing the names of the three faculty members on the exam committee. The student will also submit a *Comprehensive Exam Reading List Form*, which lists each faculty member along with assigned readings for each component covered on the exam.
3. The examination committee members will prepare several essay questions designed to test the student's understanding of the components studied. Essay questions, so far as possible, will be interdisciplinary in nature, addressing the interrelationships among the disciplines selected for the program. The Program Director will assemble the questions in final form.
4. The student will be given four hours for the total written comprehensive examination—two hours for the communications core question and one hour each for the geographic area and development specialization questions. The student may use a computer or pen and paper to write the exam.
5. Each faculty member will read and evaluate his or her questions and submit the results in writing to the Program Director as soon as possible after receiving the answers.

6. After review, the result can be one of the following:

1. ***Unconditional Pass***

2. ***Conditional Pass***

The student is required to take an oral examination OR a follow-up examination. The conditional pass could be the result of having received a Pass for one or two components and a fail in the other(s). In that case, the student may be re-examined in the failed component(s). ONLY one re-examination is permitted.

3. ***Fail***

This would be the result of having failed all components examined. The student may retake the written exam ONLY once after he or she completes remedial work as determined by the examining professors. The examination can ONLY be rewritten at the regularly scheduled time in a following term.



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COMPREHENSIVE EXAMINATION NOTIFICATION OF INTENT

Name: _____

Date: _____

Current Quarter: _____

Designate *three* committee members that reflect the focus of your program of study.
(Indicate in parentheses the Chair)

Focus

Committee Member

Communications: _____

Geographic Area: _____

Research or Development

Specialization: _____

Expected Graduation Quarter: _____

The Written Comprehensive Examination will be held during the *sixth or seventh* week of the quarter. All necessary forms (Notification of Intent form and Reading List) must be turned into the Program Director by the end of the *second* week of the quarter.



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COMPREHENSIVE EXAMINATION READING LIST

The following is the reading list approved by the respective committee members. A copy must be given to each committee member. The original is kept on file at the Center for International Studies.

Name : _____

COMMUNICATION: _____

Courses Completed:

1. _____
2. _____
3. _____
4. _____
5. _____

Books Assigned:

1. _____
2. _____
3. _____
4. _____

Committee Member Name: _____

Signature: _____

AREA STUDIES: _____

Courses Completed:

1. _____
2. _____
3. _____

Books Assigned:

1. _____
2. _____
3. _____
4. _____

Committee Member Name: _____

Signature: _____

RESEARCH OR DEVELOPMENT SPECIALIZATION :

Courses Completed:

1. _____
2. _____
3. _____

Books Assigned:

1. _____
2. _____
3. _____
4. _____

Committee Member Name: _____

Signature: _____



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COMPREHENSIVE EXAMINATION EVALUATION

To: _____

From: David Mould, Director, Communication & Development Studies

Date: _____

Enclosed is the final Comprehensive Examination for _____.
Please evaluate the answer(s) and mark one of the options below. Once completed, please return this evaluation form to me at the Center for International Studies as soon as possible. Thank you.

_____ Unconditional Pass

_____ Conditional Pass (Oral examination or Partial re-take required)

_____ Fail

Comments (*required if Conditional Pass or Failing evaluation is given.*):

Committee Member Name

Committee Member Signature

Date