

College of Education and Human Services

Comprehensive Exam FAQs

When are comprehensive exams administered?

- Comprehensive Exams are offered once every semester, and students take the exam in their final semester. To be added to the comprehensive exam list, students must apply to graduate in CampusNet, have a program of study on file in the Education Student Services Center, and be registered in the term they are taking the exam. If all coursework is complete, students must enroll for a one credit Comprehensive Exam course (EDB, EST, or HPR 691).
- 18/19 Comprehensive Exam Dates:
 - Fall-October 20, 2018
 - Spring-March 2, 2019
 - Summer- July 13, 2019

Where will the comprehensive exam be administered?

- It will take place in the College of Education and Human Services' computer lab located on the first floor of Julka Hall. The lab is equipped with MAC computers. All students will meet in the Julka Hall Atrium for instructions.

What time do I need to arrive?

- You must arrive promptly at 8:30a.m for instructions in the Julka Hall Atrium.

How long is the exam?

- Students have 3.5 hours to answer 4 essay questions. The exam will start at 9am and conclude at 12:30pm.

Will scratch paper be provided?

- Yes. Each student will be provided with blue books to use for their convenience.

Can I print my exam?

- No, you will not be permitted to print exams for personal use. Each exam must remain confidential.

Will I be able to use the Internet during the exam?

- No, the Internet will be disabled on all computers.

In the event that I need to draw a graph, what options do I have?

- Each computer will be equipped with Microsoft Word and Excel or you will be provided a blue book if you want to draw a graph by hand.

Will I be assigned a computer or can I sit anywhere?

- You will be assigned to a computer upon your arrival.

How will I save my exam?

- Students will be provided with a flash drive labeled with his or her name and CSU id number. You will be given instructions on how to save your exam to a flash drive. **You must save your exam regularly while taking the exam.**

Can I leave to use the restroom during the exam?

- Yes. Only student may leave the room at a time, so please be considerate of other candidates. No extra time is allotted to you if you need to use the bathroom; you may not take your phone

out of the room. Cell phones must remain out of sight and turned off for the duration of the exam.

Where do I get study materials?

- The academic department in which you are enrolled generates the examination. Contact your faculty advisor for assistance in preparing for the exam.

What do I need to do if I require more time to take the exam due to extenuating circumstances such as language barriers or I would like to take the exam via pen/paper?

- These circumstances are all petitionable issues, meaning you must file a Comprehensive Exam Special Request Form two (2) weeks prior to the comp exam and seek approval from the College of Education and Human Service.

When will I get my exam results?

- Comprehensive exam test results will be mailed approximately three (3) weeks after the exam has been taken.