

## Declaration of Intent to Take Written Comprehensive Exams

Candidates must meet the following criteria for admission to the examination, along with any other requirements which are in effect at the time a date is set for the examination:

- (a) be approved by the faculty to sit for exams,
- (b) successful completion of at least 33 semester hours of the plan of study,
- (c) achievement of an overall GPA of 3.00 or higher on a 4.00 scale for all courses creditable toward satisfying the degree requirements,
- (d) grades of "B" or better in all course work so far completed in the Final Plan of Study.
- (e) Students must be enrolled in the University the semester they wish to graduate. For those students who have completed all coursework but not comprehensive exams, a one hour section of PSYC 6950 entitled Comprehensive Exams can be created for which the student should enroll in an audit status.

If a student decides not to take comprehensive exams after enrolling in the course, it is the student's responsibility to withdraw from the course by the departmental deadline. At least six weeks before comprehensive exams are held, the Director of Graduate Studies will compile a list of individuals who plan to take the exams. **This form will be used to compile that list. It is not enough to simply enroll in the PSYC 6950 course.** Students who withdraw their names from the list later than three weeks before the comprehensive exam date will automatically be assigned a fail grade for that comprehensive exam attempt.

**To indicate your intent to take written exams please complete the following and give to the Director of Graduate Studies by the aforementioned deadline.**

I, \_\_\_\_\_ (student name) , intend to take the written comprehensive exam in the \_\_\_\_\_ (semester) of \_\_\_\_\_ (year).

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director of Graduate Studies

\_\_\_\_\_  
Date