

**COMPREHENSIVE EXAM PROCEDURES
DEPARTMENT OF POLITICAL SCIENCE**

Adopted April 2010

The Faculty of the Department of Political Science have approved the following modifications to our comprehensive exam system.

1. Each student will qualify in three (3) fields, one of which is American Politics.
2. Students have the option of completing one of their minor fields by taking 3 courses in that field (as designated by the course distribution rules in effect regarding preparation for written exams). Students must receive at least a B (3.0) grade in any course that counts towards fulfilling this requirement.
3. Every student must take a written exam in at least one of the following fields: American, Comparative, Political Theory.
4. All students will take an oral exam based on their written exams.
5. Each committee must consist of at least (and normally no more than) 2 faculty members per student's exam fields. Normally at least 4 faculty members must be present for the oral exam (with conference calls possible when faculty are on leave). In exceptional circumstances, a substitute faculty member may be present for the oral exam. Although some faculty members have multiple areas of interest, each faculty member can only count for one field per student.
6. Exams will be administered as open-book, take home exams.
7. Students will have 12 hours to write each exam.
8. It is up to faculty in each field to set the format of their exams.
9. Exams will be administered annually, with written exams in mid August and orals in mid September .
10. Students who fail exams must retake the exam(s) they failed in February of the following year. A student who fails one field (out of two or three fields) must re-take only one exam. A student who fails more than one field must re-take ALL written fields (that is, both fields if they wrote two, or three fields if they wrote three.) Students who fail one or both fields a second time will not be allowed to continue in the program.
11. These proposals will take effect in Fall 2010. Students who entered the doctoral program before Fall 2010 but who are taking comprehensive exams in Summer 2010 or later have the option of testing under either the old or new requirements.