

**College of Education  
Master's and Ed.S. Programs  
Graduate Comprehensive Examinations Policy**

The Graduate School at the University of South Alabama requires all Candidates for a Master's, Educational Specialist degree to pass a comprehensive exam. Students enrolled in certification only programs must also successfully complete the comprehensive exam. The comprehensive exam may be repeated no more than twice. Students who fail the comprehensive exam a third time will be dismissed from the Graduate School.

Students must apply to take the comprehensive exam, by the posted deadline, through the College Office of Graduate Studies and Research. Deadlines will be strictly enforced. Deadlines are posted and can be viewed through the Office of Graduate Studies and Research's webpage. Students can obtain an application for the comprehensive exam from the Office of Graduate Studies and Research's website. Students must be in regular status to take the comprehensive exam. Students who are on academic probation will not be able to take the exam until their GPA meets the program standards and they are in regular status. Students must also meet any program GPA requirements before taking the comprehensive exam. Only students who have applied for graduation and are completing their degree requirements in the current semester are allowed to apply to take the comprehensive exam.

A copy of the student's PAWS transcript or degree evaluation, and graduation checksheet should accompany the student's application. Faculty advisors must sign the comprehensive exam application before it is forwarded to the Office of Graduate Studies and Research.

Comprehensive exam dates are set in advance and are posted in academic departments as well as on the Office of Graduate Studies and Research's webpage. Students in Master's and Ed. S. programs should sign up to take their comprehensive exams in the semester in which they will complete their degree requirements. Students can also choose to take the comprehensive exam after all other degree requirements have been met.

Degree programs differ in the type and format of their comprehensive exams. Please contact the Department and your advisor with questions about the comprehensive exam for your specific program.