# Department of Government
# M.A. Comprehensive Exam
# Coursework Completion Form

All comprehensive examinations (henceforth "comps") and defense of theses pursuant to the M.A. in Political Science will be scheduled during finals week of every semester. The written portion of the exam will be administered over the weekend leading to finals week, and the orals portion a few days thereafter.

All M.A. candidates who have scheduled their comps or defense of thesis must prove that they have fulfilled the requirements for completing the course(s) in which they are currently enrolled. To that end, no later than the last Friday of November if the comps is scheduled in the Fall, or the second Friday in April if in the Spring, or the last Friday in July if in the summer, M.A. candidates will have this form filled out and signed by all instructors in the courses in which they are enrolled and then by the Chair of the comps or thesis defense committee. The student will then take the form to the Office Manager, who will initial it and give copies to the members of the student's comps committee and to the Department Chairman, and file one copy in the student's file and another in the comps file. (This will require obtaining instructor approval for turning in required work ahead of the schedule shown in the Syllabus for the course.)

_____ has fulfilled the requirements for completion of the course(s) in which he/she is currently enrolled.

| _____ | _____ | _____ |
|---|---|---|
| Course | Instructor Signature | Date |
| _____ | _____ | _____ |
| Course | Instructor Signature | Date |
| _____ | _____ | _____ |
| Course | Instructor Signature | Date |

_____ is approved for the comps or defense of thesis.

| | _____ | _____ |
|---|---|---|
| | Comps or Thesis Committee Chair | Date |

Acknowledged:

| _____ | _____ |
|---|---|
| Department Chair | Date |
| _____ | _____ |
| Office Administrator | Date |