



Please **submit completed form** to the dean for approval at least **2 weeks prior** to scheduled exam date

The Graduate Program Director is responsible for oversight of the graduate program’s Comprehensive Examinations. The Comprehensive Examination Committee or student’s Advisory Committee will work with the student’s Major Advisor to create the student’s Comprehensive Exam. **This completed form along with the exam must be submitted through the examination committee chair and the Department Chair to TGS for approval prior to the exam.** After approval by the TGS dean or designee, the information regarding the administration and grading of the exam must be provided in writing to the student by the chair of the Comprehensive Examination Committee (Graduate Program Director - or designee approved by dean) before the examination is administered.

For more details see [Ph.D. Comprehensive Exam Standard Policy](#)

NAME of person completing /submitting this form:

DATE of form submission:

General Information

Student’s Name

Student’s ID #

Student’s AU Matriculation Date Semester: Year: = first semester student enrolled in PhD program

Graduate Program

Graduate Program Director

Advisor’s Name

Examination Committee Chair = program director or dean approved designee

Committee Members



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Administration of the Examination	
PART I Written Exam - 4 hours	PART II Written Exam - 4 hours <i>(or biostatistics ONLY – written part 2 = 4 hours)</i>
Date:	Date:
Time of Exam: <i>Start</i> <i>Conclude</i>	Time of Exam: <i>Start</i> <i>Conclude</i>
Location of Exam:	Location of Exam:
Name of Exam Proctor:	Name of Exam Proctor (biostats only):

Grading Format
WRITTEN EXAM: 0 – 100 scale with a minimum passing score of 75

Provide Additional Instructions or Information



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Test Results

WRITTEN EXAM ONLY: (Biostatistics only) 0-100 scale with a minimum passing score of 75

The **written exam or Part I score** will be reported to the student and TGS no later than (M/D/YYYY)

The **oral exam or Part II score** will be reported to the student and TGS no later than (M/D/YYYY)

The **final score** will be reported to the student and TGS no later than (M/D/YYYY)

Exam Questions – NOT to be provided to the student prior to exam

Please ATTACH exam questions.

NOTE: The AU Honor Code is to be in effect for the exams