

Comprehensive Exam Application

Contact information:

Name: (last, first, middle, former)			Student ID:	
Mailing address: (street/number)	Apt #	City	State	Zip
Telephone:	E-mail:			

Indicate your program of study:

Number of credits earned in your graduate program:

(You should consult with your program coordinator about when to take the exam.)

Indicate any courses in which you are currently enrolled:

Course Number:	Title:

I am applying to take the comprehensive exam (check one): July 8, 2023 November 4, 2023

Deadline for July application is Friday, June 9, 2023

Are you a veteran? Yes No

Have you taken the comprehensive exam at Salem State before: Yes No If yes, when?

What is your anticipated month and year of graduation? Month: Year:

What is your testing preference (check one)? Computer Pencil/paper

Along with applying to take the comprehensive exam, you should be aware of the following general policies:

- A student is allowed two attempts to pass the comprehensive examination.*
- Any student who fails all or part of the exam will need to re-apply to retake the exam on the next scheduled exam date.
- Any registered student who does not appear as scheduled to take the exam and who has not informed the School of Graduate Studies in writing of his/her anticipated absence will be considered a no-show. All no-shows will need to re-apply, including the \$50 application fee, to take the exam on the next scheduled exam date.
- A student must notify the School of Graduate Studies in writing prior to the exam if he or she will not be present to take the exam and if he or she intends to take the exam on the next exam date. Such unexpected circumstances should be written in the form of an email to Jeremy Bubier at jubier@salemstate.edu. Requests to reschedule the exam will be addressed on a case by case basis.
- Questions about the exam content, instructions, and expectations should be directed to your program coordinator.

The \$50 application fee will be billed directly to your student account.

Signature:

Student:	Date signed:
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