

## ***Comprehensive Exams***

**When to Register.** You should plan to take comps when you have successfully completed all of the **quantitative courses** (excluding thesis and practicum). In general, students will not be permitted to take comps until the quantitative courses have been completed. An exception may be granted if a student has successfully completed at least 6 of the courses that are covered by comps **AND** the student is enrolled in the remaining required course(s) the semester comps is taken. Students granted an exception will still be held accountable for all the content covered on the comps study guide.

**How to Register.** Comprehensive exams (comps) are offered once each semester (fall, spring, and summer). Information about the registration deadline and the registration form are available online at <http://www.mtsu.edu/psychology/grad/masterexam.php>.

If you have a disability that may require assistance or accommodation, you need to contact the comps coordinator (Dr. Ujcich Ward, [Kimberly.ward@mtsu.edu](mailto:Kimberly.ward@mtsu.edu)) **when you sign up for comps**. The comps coordinator will require a letter from the Disability and Access Center, (615) 898-2783, verifying the disability and addressing the accommodation(s) that need to be made.

**Format.** Comps are administered on a Saturday. You are given four hours to complete the exam. Once you have finished, you turn in the exam. It generally takes around two weeks for your grade to be reported. The length of time between taking your comps and receiving your grade will vary, however, according to how many people take comps.

**Content Covered.** Comps questions are derived from the required courses. A study guide for comps is available from <http://capone.mtsu.edu/dkfuller/quant/comps.pdf>. It may be useful to obtain a study guide early in your program in order to familiarize yourself with the types of questions that are asked on the exam. You should, however, obtain a current study guide before you start studying for the exam because the questions are periodically changed. Updated study guides will be available within two weeks after the start of the semester.

**Grading Criteria.** There are three possible grading outcomes--see below.

**Pass Comps.** Students must have 70% or higher for a total score **and** must have 70% or higher on at least 5 of the sections.

### **Fail Comps, Retake Failed Sections on Second Attempt**

Students who have 70% or higher for a total score but do not have 70% or higher on at least 5 of the sections must retake comps. Students will be tested over the failed sections on the second attempt. Section scores on the second attempt replace failed section scores from the first attempt and the total score is recalculated.

### **Fail Comps, Retake All Sections on Second Attempt**

Students who have a total score below 70% must retake all sections on the second attempt. The total score is based only on the second attempt results.

Students automatically will be allowed to attempt comps a second time. A second failure of comps generally results in termination from the program.