Policy Regarding Comprehensive Exam Registration and Grading

Candidates undertaking their comprehensive exam must register using the appropriate (1) degree type and (2) departmental designation as follows:

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>EDE550</td>
<td>Qualifying Case Analysis: Educational Leadership (K12 Administration EdD)</td>
</tr>
<tr>
<td>EDE551</td>
<td>Comprehensive Exam Research (Higher Education EdD)</td>
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<tr>
<td>EDE552</td>
<td>Comprehensive Exam Research: Educational Leadership (K12 Administration PhD)</td>
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<tr>
<td>EDE553</td>
<td>Comprehensive Exam Research (Higher Education PhD)</td>
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<tr>
<td>EDE554</td>
<td>Comprehensive Exam Research (Educational Policy &amp; Theory PhD)</td>
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<tr>
<td>EDE555</td>
<td>Comprehensive Exam Research: Counseling &amp; Human Development EdD</td>
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<tr>
<td>EDE556</td>
<td>Comprehensive Exam Research: Counseling &amp; Human Development PhD</td>
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<tr>
<td>EDE557</td>
<td>Comprehensive Exam Research: Teaching &amp; Curriculum PhD</td>
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Comprehensive Exam Credit Hours:

Candidates may register for zero to six comprehensive exam credit hours in a given semester. Candidates may not register for more than six total comprehensive exam credit hours during their program.

Comprehensive Exam Full- or Half-time Registration (if needed):

Candidates undertaking their comprehensive exam and wishing to maintain full- or half-time enrollment can register for one of the following additional designations:

(1) ED999 - Doc Dissertation: Full-Time – This status is utilized as follows:

It is for students who are not enrolled in full-time coursework but are, nonetheless, working full-time on their degree requirement (e.g., comprehensive or dissertation). Though it is a zero-hour registration category, it is considered full-time enrollment for all reporting purposes and satisfies government requirements for F-1 and J-1 international students to maintain full-time enrollment.
It includes a relevant dissertation fee (unless used in combination with another credit-bearing registration; in this case, no fee is charged), as well as other fees associated with full-time enrollment.

Students are registered with specific reference to a faculty advisor, who is ultimately responsible for monitoring their full-time effort.

The student has actively demonstrated full-time effort, whether through being physically located on campus or having completed the appropriate petitions to demonstrate full-time effort elsewhere in the U.S. or abroad (999B).

Mandatory Health Fee is not required if the student is studying in absentia and is not enrolled in the University health insurance.

International students living abroad must coordinate with ISO for immigration purposes.

Students are eligible for federal loans.

Students are eligible for University health insurance.

(2) ED 998 - Doc Dissertation: Half-Time – This status is utilized by the Warner School and can be applied as follows:

Though it is a zero-hour registration category, it is considered half-time enrollment (equivalent to six credit hours) for all reporting purposes.

This dissertation category does not satisfy government requirements for F-1 and J-1 international students to maintain full-time enrollment and will require that they obtain advanced permission for a Reduced Course Load, if eligible (unless this is utilized in the student’s last term).

It is for students who are not enrolled in half-time coursework but are, nonetheless, working at least half time on their degree requirements (e.g., comprehensive exam or dissertation).

It includes a relevant dissertation fee (unless used in combination with another credit-bearing registration; in this case, no fee is charged).

Students are registered with specific reference to a faculty advisor, who is ultimately responsible for monitoring their part-time effort.

The student has either completed all requirements for the degree or is enrolled in final coursework in addition to the work necessary for degree requirements.

Students are eligible for federal loans.

Students are not eligible for University health insurance.

Dissertation Research:

Candidates cannot register for the following dissertation research designations until they have completed their comprehensive exams (the exception to this is those in the accelerated Ed.D. programs where comprehensive exam registration accompanies an Ed.D. Research registration):

ED593 Ed.D. Research (Dissertation)
ED595 Ph.D. Research (Dissertation)
Comprehensive Exam Grade Reporting:

Advisors will record a grade of Incomplete “I” until the candidate has completed all requirements of the comprehensive exam.

Advisors will record a grade of “S” when the candidate has passed, in full, the comprehensive exam.

Advisors will record a grade of “E” when the candidate has failed the comprehensive exam. Candidates who earn a failing grade on the comprehensive exam will be withdrawn from their program.