

Options After Failure of the General Examination

Policies

Students are allowed two attempts to be successful on the General Examination. Failure of either the written or oral portion of the examination is considered a failure. Following a first time failure of the General Examination, a recommendation from the student's general examination committee regarding dismissal or an option to be reexamined must be provided to the Graduate College Dean. All members of the committee must sign the recommendation.

If the option is for re-examination, the student must make application to repeat the examination. The General Examination Committee may require the student to do further reading, course work, investigations, etc. The specific requirements must be stated and the proposed time for completion must be forwarded to the Graduate College Dean. Failure of the General Examination for a second time will result in dismissal from the doctoral program.

Students who have failed the general examination and do not hold the master's degree in the doctoral discipline may apply to take the master's comprehensive examination if they have otherwise met all of the departmental requirements for the master's degree, and have the recommendation of the major department. The General Examination Committee may approve the substitution of the general examination for the master's comprehensive examination.

Courses taken prior to failing the general examination for the second time may count for no more than 50% of the credit hours required for a master's degree in a different discipline at the University of Oklahoma Health Sciences Center. Applicable courses must have been taken within six years of the student's admission to the master's degree being sought. The student must be admitted to the master's degree program and have permission from that department and the Graduate Dean to include the courses.

Procedure

Departmental Responsibility

1. The Graduate College Dean must be notified within 72 hours of failure.
2. Within one week following the completion of the General Examination, the chair of the General Examination Committee must submit to the Graduate Dean a written report signed by all members of the committee recommending the option for re-examination or dismissal.
3. The Committee may require the student to do further reading, course work, investigations, etc. The specific requirements must be stated and the proposed time for completion must be forwarded to the Graduate College Dean.

Student Responsibility for Re-examination

1. The student must enroll in at least two graduate hours during the semester the re-examination will occur.
2. Student must reapply to take the General Examination by completing the form found online at <http://graduate.ouhsc.edu/currentstudents/graduate-student-forms.html>

Option to Award a Master's Degree to a Student who has Failed the General Examination

1. The student's General Examination Committee may request to the Graduate College that a student who has failed their General Examination be awarded a non-thesis Master's degree, if the committee considers that the student has passed the examination at the level of a Master's student. The Graduate College will determine whether the student has met the requirements for awarding a non-thesis Master's degree.
2. If the student has completed work that could result in an acceptable Master's thesis within a reasonable time, the committee may recommend that the student change to a thesis Master's program.
3. For either non-thesis or thesis Master's, the student must submit a 'Change of Major' form to the Graduate College with all appropriate signatures.
4. The student must submit an 'Admission to Candidacy' form to the Graduate College with all appropriate signatures.
5. The student must follow the steps for Master's Non-Thesis or Thesis timeline found at <http://graduate.ouhsc.edu/currentstudents/graduate-student-forms.html>