

APPLICATION for PhD COMPREHENSIVE EXAMINATIONS

The signatures below signify approval by the Supervisory Committee for

to schedule the PhD Written and Oral Comprehensive Examinations on the following dates and times:

WRITTEN EXAMINATION – PhD Music Education

Question 1 will be in the format of a position paper (student will have 1 week for completion)

Question 2 Discipline-Related Topic (2 ½ hours)

Time: **Date:**

Related Area (if applicable) (1 ½ hours)

Time: **Date:**

WRITTEN EXAMINATION – PhD Vocal Pedagogy/Piano Pedagogy

Applied Major Area (8 hours in 2, 4-hour segments)

Time: **Date:**

Time: **Date:**

Minor/Related Area (if applicable) (1 hour)

Time: **Date:**

***You will sign up for the entire time block but your Related Area Exam will only last for the first hour of the block.*

Comprehensive Examination Portfolio

Please consult the GKSOM Doctoral Handbook for specific portfolio components required for your specialization.

ORAL EXAMINATION (2 hours)

Time: **Date:**

(No earlier than a week following written exam)

The GKSOM room reservation system should be used to secure a room for the Oral Examination. Please use the online reservation form or communicate with the GKSOM Facilities Manager to reserve a space. Room 107 or Room 001 preferred.

Room reserved:

Supervisory Committee:

Approval to Schedule Written Comprehensive Exams – *Form signatures will be obtained via Docusign.*

(Supervisory Committee Chair Name)

(Supervisory Committee Chair signature)

date

Please continue to the next page for exam administration procedures and timelines.

Required Procedure and Timeline for Exam Administration

1. Committee votes approval for student to take Written Exam (signature and date on this form)
2. Questions assigned to committee members by Supervisory Committee Chair
3. Questions circulated to committee members for approval
4. Approved Questions filed with GKSOM Enrollment Specialist (***must be at least three working days before exam***)
5. Committee members receive a copy of the written questions and answers
6. Committee votes approval for student to take Oral Exam