

**Program Guidelines for Matriculated Students
MASTER OF FINE ARTS PROGRAM**

Department of Film and Media Arts
A graduate degree program in the
School of Communications and Theater
Temple University
Philadelphia, PA 19122
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COMPREHENSIVE EXAMINATION PROCEDURES

Comps and Thesis Committee Forms:

Students must take the Comprehensive Exams in the semester in which they complete their 48th credit or not later than one year beyond that date.

Students must complete the required 48 credit hours before taking the Comprehensive Exams. The Student is required to complete a specially designed comprehensive exam, administered by the individual's Comprehensive Exam committee.

Anyone forming a Comps or Thesis committee is required to use the departmental COMPREHENSIVE EXAMINATION FORM (available on the Grad Director office door, 13 alcove). This form is utilized to insure that all committee members have agreed to serve on particular committees and will also serve as the filed document indicating the final committee decision concerning Comps or Thesis.

Collect the signatures and email addresses of your three committee members and then return the form to the Graduate Director. Your committee chair will request this form for the final committee meeting where all three members will sign off on your Comps or Thesis using this form. It will then be returned to the Graduate Director as part of your file.

Guidelines for Comprehensive Exams

Goals of the Comprehensive Exams:

The Comprehensive Exam process seeks to investigate/reveal the following issues:

- Pedagogical investigation- Questions may deal with issues of pedagogy associated with media production and studies. These types of questions could include an annotated syllabus in their answers.
- Questions investigating Theoretical/Critical/Historical issues pertinent to the discipline and informed by practice. These questions may later be developed into a conference presentation or an article for publication.
- Some proposed questions should directly reference the student's creative work and should demonstrate the students' ability to theorize about their own work.

The Comprehensive Exams Committee:

The individual student will form a committee comprised of three FMA faculty members who will consult with the student throughout the Comprehensive Exams process. To better facilitate the process, the student will ask one of the committee members to act as the chair of the committee.

Current Comps procedure:

The Comprehensive Exams procedure will be administered in the following manner:

- Students will prepare 8 questions in conjunction with their Comps committee members. Once the 8 questions have been adequately worded and research the committee will choose the 3 questions they wish the student to address and the Student will choose the 4th. A date for the comps will be set, at least one month hence. The student will complete research on these 4 questions.
- On the designated date the student will have 3 days within which to write the comps and following the third day, will submit the final writing to his/her committee.
- Students should submit 5 copies of the completed answers to the Chairperson of their comprehensive exam committee (3 for distribution to the Committee for evaluation and 2 copies for M.F.A.Program Archive).

Form of Final Exams:

Each answer to the four chosen questions should be 7-10 pages in length. It is not necessary to footnote all references though a bibliography should be included where appropriate.

Final Defense:

Upon completion of an exam the Comps Committee will have 2 weeks within which to respond. The exam process will culminate in a meeting between the student and the three committee members to discuss the final exam results. At this meeting the committee may choose to pass the student, to utilize an oral defense, or to request rewrites where appropriate.