

- Curriculum

assistance. Nevertheless, the essay submitted must develop an individual perspective and must be written independently. The reviewers are expected to give the student written feedback on their essay, which will facilitate the student's future work on the proposal and thesis project. As in the past, students are entitled to write

of the C&P Comprehensive Examination Committee with regards to submission timeline.) The C&P comprehensive examination administrator will assign each exam paper a code (to maintain anonymity and accurate records), and collect all submitted exams for the Comprehensive Examination Committee. The Chair of the Committee will then appoint the reviewers (see below – Reviewers and Examination Results).

Faculty reviewers will be given two weeks to read exam papers and turn in reviews. Assignment of reviewers and review of results by the Comprehensive Examination Committee each normally require another week, and if a third reader is needed this would take another two weeks. Thus the entire review process normally will take approximately four to six weeks (not counting July, August, December, or holiday periods, when reviews will not take place). Students will receive copies of each examiner's review form, in addition to the decision of the Comprehensive Examination Committee.

Students should expect to complete the comprehensive examination soon after completing coursework, and before writing a thesis proposal. The following optimal sequence of doctoral work is recommended:

1. to complete coursework;
2. (concurrent with above) to identify and begin working with an intended thesis supervisor, to begin preparing for the comprehensive exam;

Comprehensive Examination Committee will take into account all three reviews and their own reading of the student's examination essay in making a final decision on the result of the examination. A final result of "Fail" means that re-writing and resubmission of the examination paper is required.

If the examination result is "*Pass*" or "*Pass Contingent upon revisions*," the student is not required to re-take the comprehensive exam.

The Comprehensive Examination Committee will examine all reviews to determine the examination result. In each case, the reviewers' written feedback will be given to both the student and his or her advisor, along with a letter informing the student of the final result of the examination.

*Re-taking the Examination:*

In the event that a student fails to pass the examination on the first occasion, he or she is entitled to one further attempt (following the same process as outlined above, normally with different faculty reviewers). If he or she fails the comprehensive examination a second time, the student will not be allowed to continue in the doctoral program.

*Appeals:*

If a student feels that he or she has been unfairly treated in any aspect of the comprehensive examination process, he or she may lodge an appeal according to OISE/University of Toronto procedures. The first step in such an appeal is the review of all written materials by the Comprehensive Examination Committee.

*Appendix A*

