DMin Chart 3b: Process for the Comprehensive Examination

Student begins writing comprehensive examination

Student completes comprehensive paper and submits it to GCTS (normally during Fall session of third year)

GCTS receives written comprehensive paper and distributes it to members of supervisory committee for marking

Supervisory Committee members mark the comprehensive paper

Supervisor consults with committee and submits interim grade to GCTS

Supervisor organizes oral examination event in consultation with GCTS and student

GCTS provides technology or space

Supervisor chairs oral examination

Supervisory Committee members participate in oral examination and agree on final grade

Supervisor notifies student orally of grade; submits *Comprehensive Approval* form to GCTS; works with GCTS to arrange for supplementary examinations (if necessary)

GCTS receives and records grade; collaborates with supervisor to arrange for supplementary examinations (if necessary)

Student sits oral examination (within four weeks of submitting comprehensive paper)

Student enters Thesis Proposal stage

GCTS: Graduate Centre for Theological Studies

Student must convene supervisory committee meetings at least once a year (April-May) and submit Student Progress Report to GCTS (by June 1)