

## Comprehensive Exam for M.Ed. in Nutrition Education

### What is a comprehensive exam?

All master's degree students at Framingham State University take a comprehensive examination as the culminating experience. Most exams at FSU are oral but, in an online program the exam is given online at a designated time. By reviewing coursework, you should be able to respond to questions, make connections among concepts covered in the courses, and apply these concepts to new situations. Answers must be in your own words.

### When do I take the comprehensive exam and when do I apply to take the exam?

Dates for the exam and application are based on the intended date of graduation.

Date of Graduation	Application Due Date	Week of Comprehensive Exam
May	January 15	Third week in April
August	April 15	Second week in August
December	August 15	Third week in November

You can choose to take the exam on Friday or Saturday of the exam week. All exams are administered from 10 am to 1 pm EST unless other arrangements are made.

### What must I do to schedule the exam?

1. Complete the online application [Graduate Candidacy for Graduation/Comprehensive Exam Form](#)
2. Submit the completed form to Ms. Kimberly Hardy by mail or in person to Kimberly Hardy, Framingham State University, Office of Graduate Studies, Dwight Hall, Room 202, 100 State Street, Framingham, MA 01701. A check made out to FSU for \$225 must accompany the forms.
3. This will prompt an audit of your graduate record to determine your eligibility to participate in the exam, and complete your program.
4. Send an email to me and Kim Hardy [khardy@framingham.edu](mailto:khardy@framingham.edu) to indicate your preference for taking the exam on Friday or Saturday of the exam week.

### Who are the faculty on the examination committee?

Your committee is composed of three faculty members: The professor who taught the capstone courses NUED 973/993 and two other faculty of your choice. The faculty must be from required or elective courses in the program. You must ask the faculty if they are willing to participate in your exam.

Email all three of the faculty on your committee and request their participation on your comprehensive exam committee. Ask them to email me and Kim Hardy and indicate that they agree to participate on your committee.

## **What happens on the exam date?**

The exam is completed online. Each of the committee members writes a set of questions about their subject matter. The guideline is that the questions are based on the student learning objectives and can be answered in one hour. They send their questions to me and I edit and create your exam on Blackboard. At the established time, the exam will be available to you for three hours.

Your committee members will have access to the Blackboard site and will grade you on a pass/fail basis.

## **How do I study for the comprehensive exam?**

The syllabus in all of your courses includes *Student Learning Objectives* for the course and individual modules. To study, read these objectives and study the course material that you need to meet the objectives. Most committee members provide you with a situation and ask you to apply the concepts in the course to this new situation or data set.

All panel members ask that you answer all parts of the question briefly but completely.

## **Do I need to include references in my answers?**

Your answers must be written in your own words. Description of accepted theories must be attributed to the author and do not need to be cited. However, if you use a quote, you must include a citation. Limit your quotes as your committee members are looking to see if you understand the material and can answer in your own words. Plagiarism is not acceptable and will result in an automatic failure.

## **How do I know if I pass the exam?**

To pass the exam, you must pass the questions from the professor who teaches NUED 973/993 and at least one of the other committee members.

I will notify you within two weeks of your exam results. I send paperwork to Kim Hardy who completes the official paperwork. You will be invited to the next Graduate Commencement Ceremony.

## **If I don't pass, what happens?**

You will have the opportunity to retake your exam the following semester with an additional committee member and the Dean of the Graduate School (5 members). An additional application and fee is required.

## **If you have additional questions, please contact me by email.**

### ***Janet Schwartz***

Coordinator, Masters of Education, Specialization in Nutrition Education  
Professor, Food and Nutrition  
Framingham State University  
[jschwartz@framingham.edu](mailto:jschwartz@framingham.edu)