MASTER'S PROGRAM COMPREHENSIVE EXAMINATION

A Master's Program has two plans: Plan A or Plan B. Plan A requires the student to complete a specifically prescribed number of units of coursework and a thesis or a Special Problem. Plan B requires the student to complete a specifically prescribed number of units of coursework and pass a Comprehensive Examination. However, there are programs that require not only completing a specifically prescribed number of units of coursework but also requires passing the comprehensive examination and completing the thesis or special problem such as the Master of Marine Affairs (MMA) and Master of Science in Food Science (MSFS).

Plan B Programs

Upon completion of all academic course requirements, students enrolled in Plan B programs (non-thesis and non-special problem programs) must submit an application for the comprehensive examination. The purpose of this examination is to assess the student's abilityto apply and integrate knowledge in both general and program-specific fields. To be eligible for the comprehensive exam, students must achieve a weighted average grade of 2.0 or higher in allrequired courses for both the general and special fields of the program under Plan B. The comprehensive examination for Plan B programs is conducted in written form, although specificprograms may offer an optional oral component.

The chancellor is responsible for choosing the chair and members of a comprehensive examination committee (CEC), taking into account the recommendations made by the respective deans. Each committee is composed of three (3) graduate faculty members, who canbe either regular or non-regular faculty. Regular graduate faculty members are eligible to serve as chairs of the CEC, whereas non-regular faculty members can participate solely as committee members.

To conduct the comprehensive examination, a minimum of three (3) examinees are required foreach field. However, the decision to administer the comprehensive exam can be made with the approval of the UPV Chancellor, taking into consideration the merits of individual cases and specific circumstances.

A grade of 2.0 or better in both the general and special fields is required in order to pass the comprehensive examination. A student who fails in one or both fields of the comprehensive examination may be given only one (1) re-examination within twelve (12) months of the first examination. The re-examination should cover the entire range of the general or special field concerned. The student will no longer be eligible to receive a degree from UPV if they fail the comprehensive exam on their second attempt.

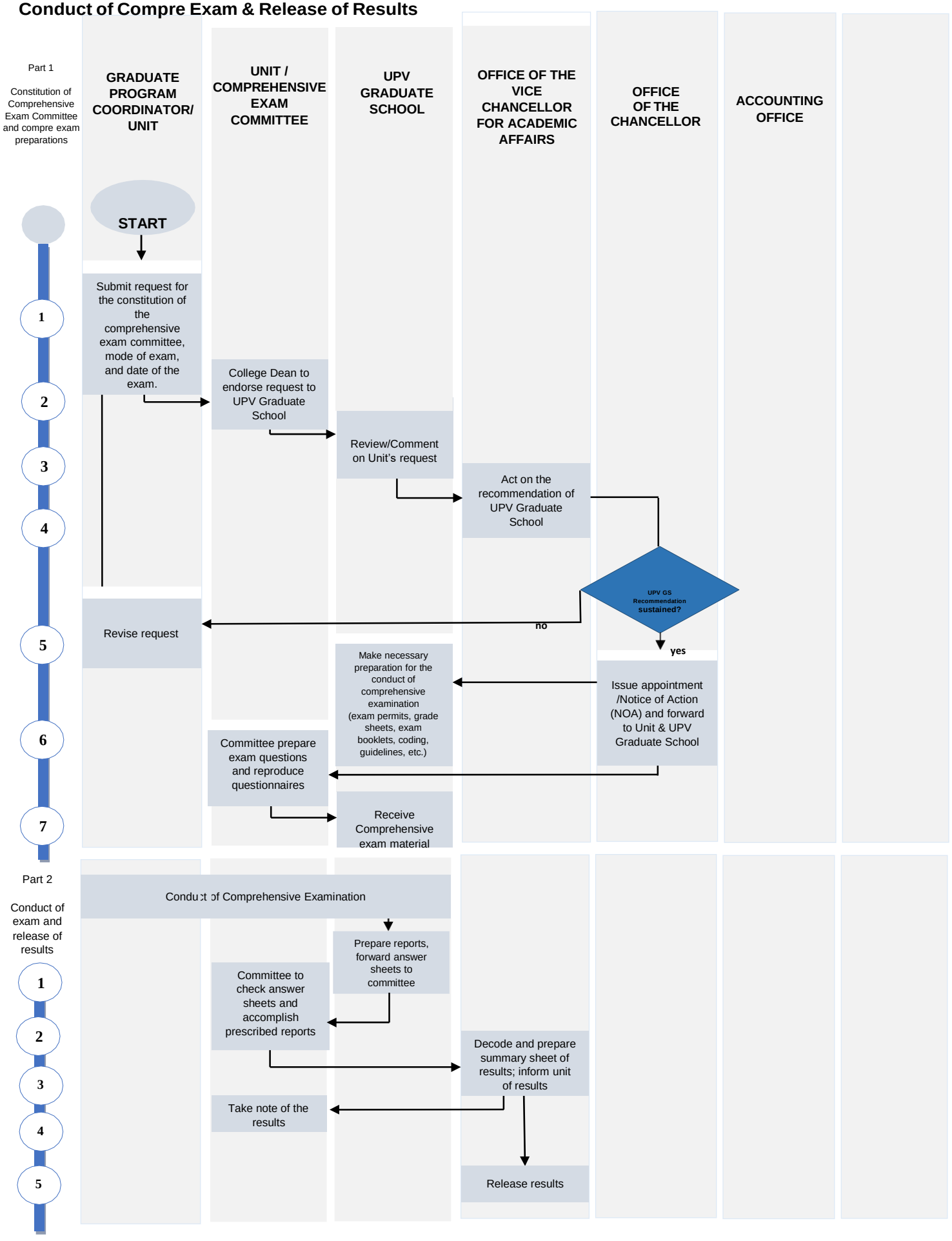
To pass the comprehensive examination, a minimum grade of 2.0 is required in both the generaland special fields. If a student fails in one or both fields, he/she may be granted a single opportunity for re-examination within a period of twelve (12) months from the initial examination. The re-examination will encompass the entirety of the respective general orspecial field. If the student fails the comprehensive exam on their second attempt, they will no longer be eligible to obtain a degree from UPV.

Failure to attend a scheduled comprehensive examination, commonly referred to as a "no show," will lead to automatic failure in the corresponding subject area. However, in exceptionalcases of merit, an exemption may be considered. Such cases will undergo a review process by the UPV Graduate School and require approval from the UPV Chancellor.

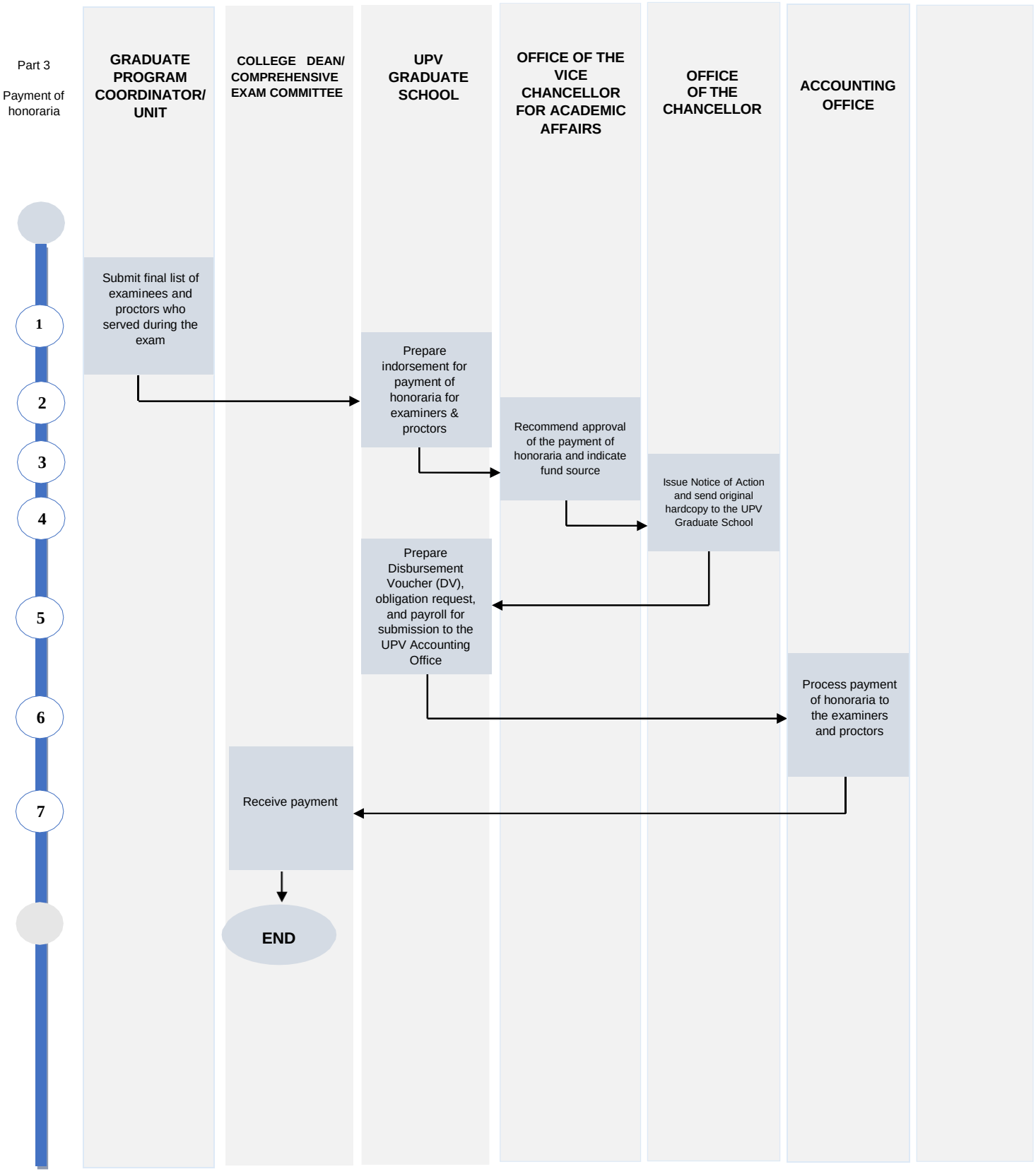
Comprehensive Exam for Master of Marine Affairs (MMA) and Master of Science in Food Science(MSFS)
The specific format and requirements for the comprehensive examinations for Master of Marine Affairs (MMA) and Master of Science in Food Science (MSFS) are contingent upon the specific criteria established by the degree program. The student's thesis committee is in charge of theseexaminations.

Please find attached the flowchart along with the corresponding forms that need to be completed.

Comprehensive Examination (Flowchart applicable only for Plan B programs)
Parts 1 and 2. Constitution of Comprehensive Exam Committee, Conduct of Compre Exam & Release of Results



Comprehensive Examination
Part 3. Payment of Honoraria



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APPLICATION FOR COMPREHENSIVE EXAMINATION

_____
Date

The Dean
Graduate School
UP Visayas, Iloilo City

Dear Sir/Madam:

I would like to take the Comprehensive Examination for _____
(Degree Program and Specialization)
scheduled on _____.

(Non-retakers are automatically considered to take <u>both</u> parts/fields. *Exam Fee: P200.00*)

<u>If retaker</u>, please indicate what part or field to retake: (Please check)

- ☐ Part I/General Field/Educational Foundations only *(Exam Fee: P100.00)*
- ☐ Part II/Special Field/Field of Specialization only *(Exam Fee: P100.00)*
- ☐ Both Parts or Both Fields *(Exam Fee: P200.00)*

I would like to take my examination using: (Please check)

- ☐ Pen and Paper
- ☐ Laptop/Desktop

To facilitate communications with me, as needed, you may reach me at the address and contact numbers/e-mail address listed below.

Truly yours,

_____
Signature of Applicant

_____
Printed Name

_____
Student Number

Mailing Address:

_____ Mobile No.:_____
_____ Telephone No.:_____
_____ E-mail Address:_____