

**UNIVERSITY OF LOUISVILLE**  
**College of Education & Human Development**  
**Comprehensive Exam Declaration Form**

**Student's Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City:** \_\_\_\_\_  
**State/Zip Code:** \_\_\_\_\_  
**Home Phone:** \_\_\_\_\_  
**Work Phone:** \_\_\_\_\_  
**Cell Phone:** \_\_\_\_\_

**Department:** ELOD \_\_\_\_\_  
**Program:** Ph.D., ELOD \_\_\_\_\_  
**Student ID #:** \_\_\_\_\_  
**Email:** \_\_\_\_\_  
  
**Exam Dates:** **MARK TERM**  
 Spring – March 1 - 30  
 Summer – June 1 – 30  
 Fall – March 1 - 30

**WRITTEN EXAMINATION FORMAT**

Students are provided 30 calendar days to complete the written comprehensive examination. The examination is typically related to the student's proposed dissertation study, which may serve as the student's preliminary work feeding into the dissertation prospectus. A student's program committee chair will work with the student to shape the scope and focus of the question. In addition to touching on the student's proposed dissertation topic, the examination should encompass the key content fields (e.g., relevant organizational theories, leadership theories, historical contexts) of the student's concentration, as determined by the student and his/her chair. Students must submit one typewritten, Word document. The document must be double-spaced, 12-point font, one-inch margins, and adhere to current APA formatting standards. The final product should be between 25-30 pages in length, not including the Reference Section. Upon completion of the comprehensive examination, each student will submit the examination via Blackboard and run it through *Safe Assign*.

• **PREPARATION AND EVALUATION OF EXAMINATIONS**

<b>Developer(s) of Questions:</b> ELOD Ph.D. Emphasis Area Representatives	<b>Readers</b>
<b>Evaluators:</b> Student's Dissertation Committee Members	

• **ORAL EXAMINATION FORMAT** (optional – maximum of 3 hours)

**Dates:** Not Applicable  
**Hours:** Not Applicable

**Not Applicable**

	<b>Committee Names</b>	<b>Signatures</b>	<b>Date</b>
<b>Student</b>	_____	_____	_____
<b>Program Committee Chair</b>	_____	_____	_____
<b>Committee Members</b>	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____

Copy to Associate Dean of Research & Graduate Studies, CEHD  
 SPRING 2015