**COMPREHENSIVE EXAMINATION RECORDING FORM**

Use this form to declare an examination committee, to obtain necessary approvals, and to record the results of the examination. MS GECA and GEOI committees will be comprised of two full-time GGS faculty. MS ESS committees will be comprised of two full-time GGS/AOES faculty. The third member is optional and could be any Mason Graduate faculty. The student can request a faculty member other than their original advisor to chair the examination. The committee must be approved by the Committee Chair and the GGS Graduate Coordinator or Department Chair.

Student Name:

G Number:

GMU E-mail:

Program (select one): MS ESS MS GECA MS GEOI

**Section I: Complete BEFORE Exam**

Examination Committee

COMMITTEE CHAIR (SIGNATURE)

MEMBER (SIGNATURE)

MEMBER (OPTIONAL) (SIGNATURE)

Scheduled Date of the Examination:

Topics (ESS Required):

Student: Date:

(SIGNATURE)

Graduate Coordinator: Date:

(SIGNATURE)

**Section II: Complete AFTER Exam (Admin Use Only)**

Comments on the responses to exam questions will be provided separately to the student. In the case of a conditional pass, the final approval by the Committee Chair should only be given when the conditions have been met.

Examination Results *(to be reported by Committee Chair)*:

1. Failure
2. Conditional Pass
3. Pass

Superior Good Fair

Oral Presentation Scheduled Date: or Waived

**Final approval:**

Committee Chair: Date:

(SIGNATURE)

GGS Grad Coord/Dept. Chair: Date:

(SIGNATURE)

Revised Apr. 2021