



Master of Theological Studies Comprehensive Evaluation Instruction

The comprehensive evaluation for the MTS degree is to demonstrate a student's mastery of the course of study and/or competency in the science of theology. The comprehensive evaluation requirement is accomplished by means of an **oral examination**, approximately an hour in length. The following outlines the process:

- Check calendar due dates for registration and completion of the examination in time for the May graduation.
- Student consults with the academic advisor to select two (2) bibliographical entries from the particular list for each completed core course in the specific MTS degree program applied to the student, as follows:
 - The student officially enrolled in the MTS degree **before the Fall 2010 semester** will select sixteen (16) entries from the bibliography list for the eight (8) core requirements. **NOTE:** Students in this category may select the sixteen (16) entries from the **Fall 2010 semester and thereafter** list, if desired.
 - The student officially enrolled in the MTS degree for the **Fall 2010 semester and thereafter** will select eighteen (18) entries from the bibliography list for the nine (9) core requirements.
 - Note: Both bibliography lists are posted on the website.
- Student prepares/submits the special Degree Examination Registration form and the bibliography list to the Registrar by the date specified in the academic calendar for the MTS examinations. Form is provided on the Forms and Instructions page of our website. NOTE: Registrar will confirm registration to student by email.
- Examination Committee Chair will select three faculty members for the examining board and select the examination date
- Student will be notified of the board membership and examination date.
- Examination board chair will conduct the examination and report the grade to the Registrar. The grade options are: Pass with Distinction, Pass or Fail. If failed, the student may repeat the examination process once.
- **Registration Fee.** At the time of registration, a non-refundable fee will be charged to the student's account for the examination. The fee will be valid for one scheduled examination. If the evaluation is canceled, the fee will be refunded. If the examination is repeated, another fee will be charged at the time of registration.

Sep 2011