### **Scheduling Comprehensive Exam**

To schedule the comprehensive examination, submit this signed form to the graduate secretary ***at least three weeks prior*** to the desired date for the first written exam. The written exams must be completed within an 8-day period, usually 12 hours total. The oral exam must take place within **two weeks** of the second written examination. The committee chair must be in attendance and all other members of the comprehensive examination committee must be in attendance or be able to effectively interact with the graduate student and committee members. If this cannot happen, then the oral exam must be rescheduled.

I certify that my coursework is complete and my thesis requirement has been fulfilled.

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| BYU ID# | Net ID |  | student signature |  | printed name |  | date |
| **Written Exam Dates** |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| day and date of first written exam |  | begin time |  | end time |  | location |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| day and date of second written exam |  | begin time |  | end time |  | location |  |  |  |
| **Oral Exam Date** |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| day and date of oral exam |  | begin time |  | end time |  | location |  |  |  |

Signature of each committee member denotes that the committee member is familiar with the comprehensive exam policies and procedures and is responsible to see they are carried out. All question contributors are part of the examination committee.

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| committee chair signature |  | printed name |  | date |
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| committee member signature\* |  | printed name |  | date |
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| committee member signature\* |  | printed name |  | date |
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| graduate coordinator signature |  | printed name |  | date |
| *\*Non-Exercise Sciences committee members please indicate an email address.* |  |  |
|  | submission date |