



جامعة الإمام عبد الرحمن بن فيصل
IMAM ABDULRAHMAN BIN FAISAL UNIVERSITY
مكتب نائب رئيس الجامعة للبحث العلمي والابتكار
Office of the Vice President for Scientific Research and Innovation

Executive Rules and Procedures Governing the Comprehensive Exam in Postgraduate Programs



MARKETING UNIT
وحدة التسويق
بعمادة البحث العلمي
DEANSHIP OF SCIENTIFIC RESEARCH

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Clause (8) of Article (26) of the unified regulation for postgraduate studies in universities states the following **The student's enrollment is canceled by a decision of the Council of the Deanship of Graduate Studies in the following cases:**

8. If he does not pass the comprehensive test - if any - after being allowed to repeat it once.

Clause (3) of Article (40) of the unified regulation for postgraduate studies in universities states the following:

3. After completing all required courses, the master's student must pass a comprehensive written and oral test held by a specialized committee in accordance with rules approved by the University Council based on the recommendation of the department council and the approval of the competent college council and the council of the Deanship of Graduate Studies. This test is in the student's main specialization and sub-specialties if any. The student is considered a candidate for the degree if he passes the test the first time, but if he fails in it or in part of it, he is given one chance during two semesters. If he fails, his registration is canceled.

The first rule:

the comprehensive examination is mandatory for all students for the doctoral stage, and this must be included in the program's methodological plan. As for the master's stage, it is optional, according to what was approved in the approved program.

The second rule: the objective of the test

The comprehensive test aims to measure the student's ability in two main aspects:

1. The achievement aspect:

It aims to measure the student's ability, in-depth and comprehensively, to comprehend the topics of the main specialization, and the sub-specialties - if any.

2. Analytical side:

It aims to measure the student's methodological ability to reflect, analyze and conclude, and propose appropriate solutions to the questions presented to him.

The third rule: the components of the comprehensive test

A. The comprehensive test consists of two parts: one is written and the other is oral.

B. The written test, as well as the oral one, consists of two parts: the first is in the main specialization and the second is in the specialization or subspecialties - if any.

C. The components of the test must achieve the desired objectives.

D. Taking into account the comprehensive coverage in the test questions for the major and sub-specialization (if any).

Fourth rule: Examination Committee:

- A. The relevant department council forms the committee from three faculty members from the department, and it may be increased, when necessary, to five professors or co-professors who are specialized in the student's major specialization, and sub-specialties - if any, and one of them is a reporter.
- B. The committee shall be fully responsible for the comprehensive examination, including determining the areas of the test, preparing its questions, determining the result, and evaluating the student.
- C. No member of the committee should be directly related to the student.
- D. When the program requirements contain a specialization or sub-specialties from outside the department, the department may include a specialist from the relevant department or departments in the examination committee according to the criteria specified in paragraph (a).
- E. The written examination committee shall be the oral examination committee.

Fifth Rule: Exam Procedures and Parts:

1. The comprehensive examination is conducted during the semester immediately following the completion of the academic courses. This may be postponed to a maximum of the following semester upon approval of the relevant department council.
2. The department council sets the date of the comprehensive exam at least one month before it is scheduled to take place.
3. The head of the concerned department shall notify the student in writing of the exam date at least twenty days before it is scheduled, and this notification must include the following

: **Duration:**

for both parts of the test (written and oral)

4. The oral test shall be held after the written (and they may be held on the same day), provided that the period between them does not exceed fifteen days.
5. The duration of the written test shall be at least three hours and not more than five hours.
6. The duration of the oral exam is one hour and does not exceed two hours.

Sixth rule: General provisions:

1. A student who passes the comprehensive examination is considered a candidate for the degree.
2. The passing score in the comprehensive examination, both written and oral, is %70.
3. A person who has not obtained a passing grade in the written or oral test, or both, may be given one chance during the next semester. If he fails, his enrollment will be canceled.
4. The principle of the general average of the committee members' ratings for the final grade is applied whenever possible.
5. The department council may form another exam committee for the student who failed the first time, other than the committee that supervised the first exam.
6. The head of the department shall notify the Deanship of Graduate Studies of the result of the comprehensive test, both written and oral, within two weeks at most from the date of the decision being taken by the examination committee.
7. The committee issues its decision within a maximum period of one week from the date of the oral examination, and its decision is final and does not accept objections.



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