

SOUTH DAKOTA SCHOOL OF MINES AND TECHNOLOGY

Policy Manual

SUBJECT: Notification of Graduate Examination Results

NUMBER: Policy II-10-2 (Formerly Policy II-D-6)

All graduate students will be given timely notification of the results of final written and oral examinations.

1. Required Examinations

- A. All master of science degree candidates will be given a final examination covering course material. The examination may be written, oral, or both at the discretion of the major department or program. Students pursuing the thesis option must also defend their thesis in an oral examination. Final examinations covering both course work and thesis research may be combined.
- B. Doctoral students admitted into all Ph.D. disciplines must pass a qualifying examination, normally to be taken no later than the second semester of residence. When the student's program of course work has been substantially completed, he/she will undertake the comprehensive examination for admission to candidacy. This examination will consist of written and oral examinations covering his/her field of study and related subjects. Students pursuing a doctoral degree must also defend their dissertation. The defense of the dissertation is an oral examination open to the public except in proprietary programs. To provide each student with the proper opportunity to be notified of his performance on these examinations, the following procedures are required.

2. Notification of Results

- A. Notification of the results for examinations that are oral only shall be provided by the examining committee within 24 hours of the closing of the exam. Ordinarily such results should be provided to the student immediately upon closing of the exam, following a brief consultation by the examining committee. Where exceptional circumstances exist relative to the uncertainty in the performance that may require further deliberation, the full 24-hour period may be needed. In these cases, each student should be notified of this need.
- B. Notification of the results of written examination at the M.S. degree level shall be provided to the students within five class days of the adjournment of the exam.
- C. Notification of results for written examinations at the Ph.D. level, both qualifying and comprehensive, shall be provided to the student within ten class days following adjournment of the exam.

- D. Where both written and oral examination is required of a student, whether held together on the same day or at other times, the time periods specified above will apply to each written and each oral exam.

SOURCE: Graduate Office, Jan. 1991; Graduate Office, Dec. 2009

BOR Reference: None