



Master of Education (M.Ed.) in Recreation & Sport Management COMPREHENSIVE EXAMINATION GUIDELINES AND PROCEDURES

All students not writing a Master's Thesis in the Master of Education in Recreation and Sport Management program are required to sit for a written comprehensive exam in order to complete their program of study.

Eligibility for Sitting for Exam

Students will meet with their Academic Advisor near the end of their coursework to determine when they will be permitted to sit for the examination. Generally, the Comprehensive Exam will be taken during the student's last regular semester (i.e., fall or spring) of coursework. Notification of intent to sit for the exam should be given to the Program Coordinator by the deadline announced by the program faculty. To sit for the exam, all required Management core coursework and all Research core coursework should have been successfully *completed prior* to sitting for the exam, unless taken during the semester in which the student takes the exam. In rare occasions, a student may be permitted by the student's advisor and program coordinator to take the exam despite not having completed all remaining required coursework (e.g., a student seeks to take the exam in the spring yet has one remaining required course that the student will complete in the summer).

Exam Committee

The Recreation and Sport Management program committee will participate in the writing of specific content areas of the exam. Members of the program committee will grade questions in their area of expertise. Each question is graded by a minimum of 2 faculty members.

Timing of the Exam

Comprehensive Examinations are usually held around the first Monday in April for spring semester and the first Monday in November for fall semester, but may vary, depending on the Academic Calendar. The Comprehensive Exam is scheduled for a 3 ½ hour time period, and is scheduled each semester by the RESM Program Coordinator. A student who is not able to sit for the exam during their last semester of coursework, for whatever reason, should attempt to take the exam at the next scheduled exam time. Once the student submits notice to sit for the exam in a particular semester, the exam must be taken at the assigned date, time, and place. A student may take the exam in a remote location only with a legitimate reason as determined by the Program Coordinator. In that event, the student will be responsible for setting up an acceptable location that is monitored. If the student does not sit for the exam at the assigned time, they will be given a score of zero (0) on the exam and it will count toward one of their attempts at passing the exam. Students are responsible for notifying the program coordinator of intent to utilize Center for Educational Access accommodations.



Purpose of the Exam

The purpose of the Comprehensive Examination is for students to demonstrate their ability to synthesize the depth and breadth of knowledge gained in the Master of Science in Recreation and Sport Management program. The exam will focus on *the student's ability to apply* the concepts, theory, and skills learned throughout the program to pertinent recreation/sport industry situations.

Content of the Exam

Questions are generally designed to allow the student to demonstrate their ability to synthesize, apply, and communicate competencies in Recreation and Sport Management. Although students may discuss general content of the exam questions with their advisors, students will not be made aware of the exact question(s) prior to the examination.

Preparing for the Exam

The Comprehensive Exam is designed to test the graduate student's breadth and depth of the core content areas of study. The exam consists of seven (7) questions corresponding to the classes/areas listed below:

- 1) Research and statistics
- 2) Athletics and higher education
- 3) Leadership
- 4) Law
- 5) Finance
- 6) Promotions
- 7) Social issues

All students are required to answer five (5) questions. It is recommended that students *review the objectives of all course outlines* contained within their course of study. Particular attention should be given to the content of assignments, exam questions, lecture/classroom materials and activities. Students are encouraged to create a study group of peers to review the content of courses. Students are also encouraged to contact program faculty if there are any questions regarding how or what to study.

Exam Evaluation Procedure

Students may not place their name, or any other identifying information (i.e. referencing the student's hometown or alma mater in a response) on the exam.

Students will be assigned an exam number, which they are required to indicate on each page of the exam. The exam numbers are kept closed until exam grades have been tabulated. The Comprehensive Exam will be read by the RESM program committee, who may consult with any appropriate content faculty in evaluating responses. The program committee will read the responses individually and independent of one another.



In addition to assessing accuracy and thoroughness of content, committee members will evaluate students' writing style. Each student must demonstrate the ability to produce advanced organized thought and an ability to communicate ideas so that they are easily understood (i.e. be able to write in a clear, concise, and grammatically accurate manner that is representative of graduate level competency).

Exam Rating Scale

As indicated above, the exam consists of five (5) total questions. Each question is worth two points, yielding a total of ten (10) possible points to be earned. In order to pass the exam, the student must earn at least seven (7) points. The following three categories are used to evaluate the Comprehensive Exam. Each question will be rated individually on its quality, according to the following criteria:

- **Pass (2 points awarded):** The student displays exceptional knowledge in the area through their introduction/discussion of relevant concepts. The student is successful in solving the problem posed by the scenario by providing relevant, well justified applications based on appropriate concepts/theory.
- **Marginal/Questionable (1 point awarded):** The student displays thorough knowledge in the area through their introduction/discussion of relevant concepts. The student introduces an appropriate solution to the scenario, but does not adequately justify their choices or sufficiently connect concepts/theory to practice.
- **Fail (0 points awarded):** The student does not reflect an adequate or appropriate level of understanding of the relevant concepts. The student does not adequately apply their knowledge to develop an appropriate solution to the scenario.

Notification of Results

Within two (2) weeks of completing the exam, students will be informed of the results by the student's academic advisor and/or the HHPR Graduate Coordinator.

Failure to Pass Exam

If the student earns six (6) or fewer points on the Comprehensive Exam, the student fails to pass the exam. After the initial unsuccessful attempt, the entire exam may be repeated up to two times. If the student fails to pass on their first or second attempt, they may sit for the entire exam again in a future semester of their choosing. After three total unsuccessful attempts, the student is not permitted to retake the Comprehensive Exam, and will consequently not matriculate through the program.

Both the RESM Program Coordinator and the HHPR Graduate Coordinator will be available to meet with the student, should the student have any questions or concerns about the exam or the exam process