

Please make an advising appointment with the coordinator of your concentration to file this form and register for ENG 999 (Comprehensive Examination).

**CSUSB DEPARTMENT OF ENGLISH
M.A. IN ENGLISH COMPOSITION
DECLARATION OF INTENT
COMPREHENSIVE EXAMINATION**

Name _____ Student ID No. _____

Concentration(s) _____ E-mail address _____

Telephone _____

I wish to enroll in ENG 999 (Comprehensive Examination) for

Quarter _____ Year _____

By initialing, I confirm my understanding of the following:

____ I am responsible for reading the *Comprehensive Examination Preparation Booklet* and the *Comprehensive Examination Procedures Bulletin*, available on the M.A. program's website (<http://english.csusb.edu/grad>) and following the policies and procedures they contain.

____ If I attempt the examination and either fail or do not complete it, I cannot revert to the thesis option.

____ I cannot take the examination more than twice, and a re-take must be done within one calendar year.

____ If I fail the examination a second time, I will not receive the M.A. in English Composition degree.

____ I can drop ENG 999 (Comprehensive Examination) with no penalty up until census day (usually the 3rd week of the quarter). Dropping ENG 999 after census day will, in accordance with CSUSB policy, require documentation supporting a petition to "drop after census." If such a petition is not approved, I will receive a grade of "NC" in ENG 999. However, my enrollment in ENG 999 will count as one of the two allowable attempts of the examination only if:

- a) I access or otherwise retrieve the questions for the take-home component of the examination; *or*
- b) I check in for the on-campus component of the examination.

I recognize that either or both of these actions on my part will constitute an examination attempt, even if I do not complete or submit that component.

Student's signature

Date

Graduate Coordinator's signature

Date