

Comprehensive Examination (CE)

i) Eligibility for Examination

For a student to be eligible to sit for a Comprehensive Examination he/she shall be required to satisfactorily complete the course component of the programme of which he/she is registered by:

- I. Keeping the registration in force during the semester in which the Comprehensive Examination is held, and
- II. Obtaining the minimum required Final Grade Point Average (FGPA) of 3.0 or above after completing the course work requirement (minimum of 25 credits for Masters (SQLF Levels 9) **excluding the Directed Study**, 30 credits of course work for M.Sc. (CW & R) and 36 credits of course work for MBA), including any extra elective courses the student has taken for credits. The students with an FGPA below 3.0 have the option to improve their FGPA by re-taking the courses with low grades (below B grade) or taking extra courses within their program. In addition, for Masters (SQLF Levels 9) and MBA (course work) students, FGPA must remain at 3.0 or above after including the Directed Study grade to be eligible for CE, and
- III. Obtaining the required grades for all pre-requisite/compulsory/elective courses approved by the relevant Board of Study for the student's programme.

ii) Application for Comprehensive Examination

Application for the comprehensive Examination must be submitted to the PGIA administration branch within **3 months from the time a student completed the courses** required for the programme of study. An examination shall be held within three months from the date of application, unless otherwise recommended by the Board of Study concerned.

iii) Examination Committee

A Comprehensive Examination will be conducted by an examination committee comprised of five members of whom three shall be internal examiners from within the panel of teachers of the Board of Study and two external examiners from outside appointed by the Director of the Institute in consultation with the relevant Board of Study. The minimum number of examiners for a Comprehensive Examination shall be four. The Board of Study shall nominate a member of the Examination committee as the Chairperson.