

Communication Studies Masters Audit

This form must be returned to the graduate administrative coordinator **after each step** with advisor signature and relevant attachments.

MA Committee

3 members (including advisor/committee chair); at least 2 must be in the area of the exam (ie., MHC).

Complete the [Appointment of or Changes to Committee form](#) and submit to the graduate administrative coordinator. All future changes to your committee must be documented with a new form.

1. End of 2nd Semester: Audit Approved

(exam format chosen; area descriptions; statement of professional goals; course list)

Submit this form with attachments 1, 2 & 3 and advisor signature to the graduate administrative coordinator

Exam Format

(choose one)

- Take-home exam (completed in 7 days or less)
- Timed exam (completed in 4 hours in a set location)

Advisor Signature: _____ Date: _____

2. End of 3rd Semester: Exam Bibliographies Approved

Submit this form with attachment 4 and advisor signature to the graduate administrative coordinator.

Advisor Signature: _____ Date: _____

3. By 10th Week of 4th Semester: Complete Final Exam

Attachments

1. Description of 2 broad areas of concentration (about 1 paragraph each)
2. Statement of career and professional development goals (about 500 words; discuss resources or training needed to progress towards these goals during the MA program)
3. List of courses completed and to-be-completed by the end of the MA program organized by areas of concentration or "additional coursework"
4. Approved Exam Bibliographies