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