

Graduate Comprehensive Exams (MM Theory) – 2-paper Option

Paper 1 [register for M5398 3rd sem.]

Proposal + Committee
Prior to 1st day of classes in 3rd semester: Form committee
Submit proposal to committee, get approval

Schedule Paper 1 defense with committee (1 hour)

Paper
Prior to Friday 2 weeks before Paper 1 defense: Submit paper to Committee

Oral defense

Reserve FA104, bring Paper 1 defense form, with committee members typed in to form.
Once defense is completed, submit form to Area Coordinator

Revise and Present
Incorporate any revisions from Oral exam
Schedule and advertise paper presentation before EOS (duration: 20 minutes)

Paper 2 [Register for M5698 4th sem.]

Deadlines for Thesis Defense and Apply for Graduation
Check here to determine the final date to apply for graduation, hold thesis defense, and submit thesis defense report: [Graduation Deadlines](#)

Organize your Paper 2 Committee and Proposal
Prior to the end of your 3rd semester, form committee, Submit proposal committee, and get proposal approved.

Paper
Prior to 2 weeks before Defense: Submit paper to Committee

Scheduling Thesis Defense
Schedule Paper 2 defense with committee (one hour). Once the date is confirmed, have those professors sign the scheduling form found here: [Scheduling Form](#) Once this form is signed, submit to the Graduate Advisor via e-mail and reserve Room 104 through *the Main Music Office for your Thesis [2nd paper] Defense (1 hour).*

Oral Thesis [Paper 2] Defense
The Oral Thesis defense will involve questions and/or revision requests from the thesis committee members. It will cover the thesis as well as the core classes taken from the members of the committee. Bring the **Final Master's Examination Report (filled out and typed,** found here: <http://grad.pci.uta.edu/students/forms/masters/>)

Conclusion of Oral Defense

At the conclusion of the defense, the thesis committee will check one of the following boxes on the Final Master's Examination Report (passed unconditionally; passed conditionally, with the specified remedial; failed with permission to be re-submit thesis after specified period; failed, dismissal from the program). The committee should then submit the report to the Graduate Advisor.



Delivering the Final Master's Examination Report

The report will be copied, placed in your file, and delivered via email to the Office of Graduate Studies. This must occur within *two days* after the Oral Defense is administered.



Revise Thesis and Schedule Final Presentation

Assuming a passing result on the oral defense Examination report, incorporate any changes requested during the Thesis defense into the paper, and schedule the Final Presentation no later than the last day of classes. The student is responsible for scheduling, reserving a room, and creating advertising for the presentation. It will be in a conference-style setting with members of the department faculty and staff, lasting approximately 40 minutes (30 minutes for the presentation plus time for Q+A).



Submit Thesis to Library

Submit your final manuscript to the library no later than the last day of classes. See [Library Submission Details](#) for submission details.