Latin American Studies  
Masters of Arts Program  
Guidelines for Comprehensive Examination Plan

The comprehensive examination requirement is fulfilled by the submission of three research papers written for at least two of the three fields included as part of a student’s program (or both fields if s/he is doing only two). At least two of the papers must have originated in graduate courses. Students nominate a three-member faculty committee drawn from each field the student has chosen (for students doing two fields, the third faculty member may be from any field, but must be a core faculty member in Latin American Studies). The committee serves subject to the approval of the IDP chair or co-chairs.

The committee is responsible for evaluating the three papers. **It is the student’s responsibility to contact each member of the committee as early as possible, so that faculty can indicate if they want revisions in the papers before they are formally submitted to the committee.** It is the faculty members’ responsibility to provide this early feedback, particularly for the paper in their field of expertise. In many cases, it is to be expected that some of all members of the committee may have read and evaluated one or more of the papers previously. It is expected that all the members of the committee will review the papers. If two of the three members so request, an oral examination based on the papers may be required. A majority vote also determines if the dossier is graded Pass, Pass subject to revision of one or more of the papers, or Fail. When papers receive a grade of Pass subject to revision, one member of the committee is assigned the responsibility of working with the student on the revision, and determining when the paper has been satisfactorily revised.

Additional Guidelines:

1. The papers are required to be a minimum of 17-20 pages in length each.
2. The papers are to reference at least 15-20 sources, listed in a bibliography.
3. The papers are to be bound and submitted to the Academic Advising office by the filing **deadline** published on the Graduate Division website.