

## Report of Failure of Comprehensive Examination

### Student Information

Student Name (First, Middle, Last)	Date
Student ID	Graduate Program
Date of Final Comprehensive Examination	
Select One: <input type="checkbox"/> First Attempt <input type="checkbox"/> Second Attempt	

### Instructions

**Purpose:** The *Report of a Failure of a Comprehensive Examination* (RFCE) is the official document by which a failure of a comprehensive exam is reported to the Graduate College.

**Procedure:** The RFCE is completed and submitted to the Graduate College immediately upon determining that the student has failed the comprehensive examination. A comprehensive examination that is failed on the first attempt can be repeated once, but only if a second attempt is requested by the student and approved by the academic unit responsible for the program. If the student's request is approved, an incomplete grade (I) is assigned until the result of the second attempt is known. If the student does not make a second attempt or if the student fails a second attempt, then a grade of fail (F) is assigned and the student is dismissed from the program by the Graduate College. The submission of the RFCE should take place no later than the close of business on the next day after the comprehensive examination.

**Deliver:** Email a scanned or digitally signed copy to [success@boisestate.edu](mailto:success@boisestate.edu). Copy (cc) the student, committee members, and the program coordinator.

### Signatures

The undersigned persons are the voting members of the supervisory committee and find that the student has failed the final comprehensive examination.

Chair of Supervisory Committee Signature	Print Name	Date
Committee Member Signature <input type="checkbox"/> Check if Co-Chair	Print Name	Date
Committee Member Signature	Print Name	Date
Committee Member Signature	Print Name	Date
Committee Member Signature	Print Name	Date