

FLORIDA TECH CHEMISTRY DEPARTMENT
CUMULATIVE EXAMINATION POLICY

To quote Florida Institute of Technology's University Catalog: "Each new [chemistry] doctoral student is required to pass six cumulative exams; at least four must be in the chosen area of concentration and up to two may be in an additional area. Students must begin these exams in their second semester in residence. Four exams are offered each semester. A maximum of 11 attempts is allowed." These requirements are implemented as follows:

The student's Doctoral Committee will determine the exact distribution of areas for the exams. Cumulative examinations will be given during the fall and spring semesters. Each doctoral student must begin taking cumulative exams by the second semester of residence during which the student is enrolled in graduate chemistry courses; time spent in an M.S. program does not count. Examinations are graded on a pass/low-pass/fail basis; a pass counts as one point, and a low-pass counts as one-half point. Each student must accumulate six points within eleven tries. At least two of the six points must be earned as full "pass" grades. Once a student has started taking cumulative exams, the student must take an exam every month that cumulative exams are offered until the requirement is completed, unless excused by the Head of the Chemistry Department. A skipped exam will count as a failure. The first examination a student takes is "free": a pass or low-pass counts as such, but a failure on the first exam does not count as an attempt. Failures on exams after the first are counted.

Examinations will be offered each month in at least two of the four broad areas of chemistry (analytical, inorganic, organic, physical). Exams will be offered more frequently in areas where doctoral students are concentrating than in other areas. The broad areas offered each month will be publicized. One week before each exam date, the details, if any, for each exam will be provided by the Cumulative Exam Coordinator via email to those students who request this information. At least six days before the exam date, each eligible graduate student will notify the Cumulative Exam Coordinator of their chosen area for the exam.

Examinations will take on the order of two hours each. Results, including an update on the student's standing in the cumulative examination program, will be reported via email to the student, with a written copy placed in the student's file in the department office. (See the sample form on the next page.)

Revised 10/2013

TO: _____

FROM: Department of Chemistry

The results of the cumulative exam in _____ chemistry given on

are as follows: PASS _____

LOW PASS _____

NO PASS _____

You have _____ more attempts to obtain _____ more points necessary to
successfully complete your requirements.