



# **MASTER OF ARTS IN DISABILITY MANAGEMENT**

## **A Guide to the Comprehensive Examination DISM 796-3**

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**For further information about the Master of Arts in Disability Management Program please access our Website: [www.unbc.ca/disabilitymanagement](http://www.unbc.ca/disabilitymanagement) or for any further enquiries, after studying this guide, please contact:**

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# MA IN DISABILITY MANAGEMENT COMPREHENSIVE EXAMINATION

## A. OVERVIEW OF THE COMPREHENSIVE EXAMINATION

1. Students completing the Comprehensive Examination option in the Disability Management Program are expected to complete five core requirements including core courses in Disability Management (12 credits), two courses in research methods (6 credits), three elective courses (9 credits), a practicum or major paper (6 credits), and the comprehensive examination (3 credits). All students choosing the comprehensive examination option will be required to complete the practicum component unless there is substantial evidence of prior experience in a disability management related field. In order for a major paper to replace the practicum, a letter outlining such prior experience must be presented to the supervisor/supervisory committee for approval.
2. The Comprehensive Examination is intended to be a broad-based evaluation of the student's professional judgement and critical thinking skills while at the same time measuring the student's overall knowledge of the Disability Management literature with respect to both theory and practice.

## B. COMPOSITION OF THE COMPREHENSIVE EXAMINATION

1. The Comprehensive Examination is intended to test the student's knowledge, professional judgement and critical assessment within the four primary areas of Disability Management. Specifically, the student will be provided with an essay question requesting a thoughtful discussion in each of the following areas: 1) general Disability Management principles and practices; 2) legal, policy and procedural issues in Disability Management; 3) interventions in Disability Management; and 4) ethical issues in Disability Management. The comprehensive examination will have a **five hour** time limit during which the student may choose the order and timing with which the four foundational areas are addressed. Once the five hours is exhausted, the student will be required to cease writing.

## C. TIMING AND DELIVERY OF THE COMPREHENSIVE EXAMINATION

1. The comprehensive examination is intended to reflect the knowledge acquired through course work in the Disability Management Program. Therefore, the comprehensive examination must occur subsequent to completion of all required courses and will normally be written upon completion of **all** course-work, including the practicum or its substitute.
2. The comprehensive exam will normally be written during the Winter semester, or as scheduled by the Health Science Programs Chair. Availability of faculty assistance with preparation will be dependent on enrolment numbers and faculty scheduling. The

comprehensive exam preparation (if available) will normally be presented in a seminar format using an on-line course format. Non-thesis Disability Management students may register in the comprehensive exam as many times as necessary throughout their program of studies (i.e., use this course as a “holding course”) but will normally only write the comprehensive exam during the Winter semester following completion of their course-work.

3. Approval for the timing of a comprehensive examination must be attained from the student’s supervisory committee prior to the student sitting the examination. Readiness to write the comprehensive examination will be determined according to a degree audit, requested from the registrar’s office by the student, stating that all course work required by the Program has been completed with satisfactory performance. In order to allow for timely program completion, the comprehensive exam may be written during the student’s final semester of classes; however, the comprehensive exam will only be graded following evidence of appropriate completion of the semester work. The comprehensive exam will normally be written during the exam period of the semester the student is enrolled to write the comprehensive exam. Supervisory approval for the student to write the comprehensive exam will be noted in writing on the appropriate UNBC Graduate Studies form and submitted to the Graduate Studies Office prior to the student sitting the examination.
4. The comprehensive examination will be written under the supervision of a local proctor such that the location of the student should not be a deterrent to the completion of this examination. Both face-to-face and web-based Disability Management students will be required to pre-arrange the approval of their proposed proctor by their examining committee. Any fees related to proctoring of the comprehensive examination will remain the responsibility of the student. The examination will be in the “open-book” format.

#### **D. COMPOSITION OF EVALUATION COMMITTEE**

1. The comprehensive examination evaluation committee will normally consist of three faculty members from the Health Sciences Programs. It should be noted that the examining committee will be created using rotating appointments and, as such, the committee membership is subject to change.

#### **E. EVALUATION PROCESS**

1. The comprehensive examination will be marked on a pass/fail basis for each of the four foundational areas. That is, the student will receive a pass or fail for each of their discussions in the areas of: 1) general Disability Management principles and practices; 2) legal, policy and procedural issues in Disability Management; 3) interventions in Disability Management; and 4) ethical issues in Disability Management.
2. For each of the four sections, the comprehensive examination will normally be marked by two members of the examination committee with each section grade assigned on a pass/fail basis. If there is disagreement in any area, the respective examination area will be marked by the third member of the examining committee in order to create a majority

opinion. A majority opinion of a failing grade on any of the four foundational areas will result in a final grade of failure for the comprehensive exam as a whole.

3. If a student fails the comprehensive exam s/he will be required to spend one month in preparation and then re-write the failed section(s). If that section(s) is not completed satisfactorily during the second writing, the student will be required to re-take the course(s) related to that section prior to completing a third re-write of the failed section(s). If the student fails the third re-write, they will be given a final grade of “fail” for the comprehensive examination.
4. All UNBC Graduate Calendar course and general guidelines apply to the comprehensive exam (e.g., failure to attend a final exam; appeals; supervisory review of a failing grade; etc.).