

Program: _____

GUIDELINES FOR COMPREHENSIVE PROGRAM EXIT ASSESSMENT

1. Venue for informing students of Program Exit Assessment Policy and related actions
2. Generic global objectives of General Education courses
3. Terminal program objectives to be evaluated (i.e., At the end of the program, the student will be able to:)
4. Description of program exit assessment activity a) Timing of the activity to be assessed (i.e., scheduled when in the semester?) b) Duration of the activity to be assessed c) Responsibilities of teachers/students/others
5. Required preparation of students for the exit assessment and the approximate number of hours involved a) Resources/references to assist students in their preparation

Program: _____

6. Objectives of the Assessment (i.e., Competencies or Terminal Program Objectives	7. Weight of Objectives	Assessment Criteria (What will assessors be looking for?)	Standards of Assessment (What must a student do to pass?)

Program: _____

8. Specific course(s), if applicable, within which the program exit assessment is conducted (i.e., Title and #)
9. Distinction between grades assigned to the program exit assessment and the grades specific to the course(s) used for exit assessment
10. Assessment <ul style="list-style-type: none">a) When will the assessment be done?b) Who performs the assessment?c) Is assessment consensus required?
11. Grading scheme for the program exit assessment
12. Remedial plan of action/assistance options for students requiring a make-up
13. Mechanisms for make-up exit assessment <ul style="list-style-type: none">a) Who?b) When?c) How?