This document clarifies the expectations of when each of the steps through the program should ideally be completed. Please bear in mind that, in individual cases, there may be a need to be flexible about the timing of specific aspects of the program. Overall, however, we believe it is best for our students to have a clear idea of the pacing of progress that the faculty believe will prove most fruitful.

**Year 1**

1\textsuperscript{st} semester (Fall)
- HIST 6100;
- 2 additional courses
- Languages (non-credit)
- Explore possible dissertation topics
- Start thinking about major and minor fields

2\textsuperscript{nd} semester (Spring)
- HIST 6110
- HIST 8000: 1 hour independent study with first year advisor or recommended specialist; in conjunction with HIST 6110; Oversight of 1st year paper; See 6110 guidelines
- 2 additional courses
- Write 1\textsuperscript{st} of 2 required research papers
- Tentative selection of major and minor fields, and of Ph.D. committee
- Consult by May 1 with committee members about summer readings for qualifying exam and about summer research for 2\textsuperscript{nd} research paper
- Take at least one language exam if two are required.
- Apply for internal funding for language training support in summer.
- Narrow range of possible dissertation topics

1\textsuperscript{st} summer
- Languages
- Read in major and minor fields to prepare for qualifying exam
- Preliminary research on potential dissertation materials and concepts
- Conduct research in preparation for 2\textsuperscript{nd} research paper, if possible

**Year 2**

3\textsuperscript{rd} semester (Fall)
- 3 courses
- Write 2\textsuperscript{nd} required research paper in conjunction with one of the three courses or independent study taken this semester
- Finalize major and minor fields and Ph.D. committee by October 15\textsuperscript{th}.
- Turn in Fields for Qualifying Exam Form to Susan by October 15\textsuperscript{th}. 

**Recommended Timing of Progress**

**Through the Graduate Program**
Work on finalizing reading list for major and minor fields for qualifying exam
Languages (non-credit)
Apply for archival travel grants for 2nd summer
Continue exam and dissertation reading
Refine dissertation topic

4th semester (Spring)
- 3 courses; students are encouraged to take independent study courses and/or reading courses geared toward preparing for their qualifying exam
- Students should exercise caution in this semester in taking courses outside the department that require major papers to be written, unless such courses help with preparing for qualifying exam
- Study for qualifying exam
- Apply for archival travel grants for 2nd summer
- Submit forms for Ph.D. committee at least 2 weeks before qualifying exam
- Mandated language exams must be passed by April 7
- Take qualifying exam by May after classes end (or in some cases by December of the 5th semester)

2nd summer
- HIST 8200: prospectus seminar (Maymester/ Aug-Oct; appears in YES as a fall course)

Year 3
5th semester (Fall)
- HIST 6300: teaching workshop
- HIST 8200: prospectus seminar. Return start of fall semester with draft.
- TA assignment
- Apply for grants for dissertation research
- Present dissertation prospectus by end of 5th semester (or by Spring break of the 6th semester for those who took qualifying exam in 5th semester)

6th semester (Spring)
- TA assignment
- Work on dissertation

3rd summer
- Work on dissertation

Final two years
- Dissertation research and writing
- HIST 9999: Dissertation research each semester in residence
- Two more semesters of TA work, for a total of 4 semesters of service