Recommended Timing of Progress
    Through the Graduate Program

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

2\(^{\text{nd}}\) 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\(^{\text{st}}\) 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\(^{\text{nd}}\) 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\(^{\text{st}}\) 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\(^{\text{nd}}\) research paper, if possible

**Year 2**

3\(^{\text{rd}}\) semester (Fall)
- 3 courses
- Write 2\(^{\text{nd}}\) 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\(^{\text{th}}\).
- Turn in Fields for Qualifying Exam Form to Susan by October 15\(^{\text{th}}\).
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 8200: prospectus seminar. Return start of fall semester with draft.
TA assignment
Zero hours course to support TA work (2 day workshop)
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)
HIST 6300: The Art and Craft of Teaching
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