

PROGRAM GUIDE

fka higher degrees

for History graduate students
2017-2018 academic year

Department of History
University of California, Berkeley

3229 Dwinelle Hall
Berkeley, CA 94720-2550

t: (510) 642-1791
f: (510) 643-5323
e: history@berkeley.edu

history.berkeley.edu

TABLE OF CONTENTS

I. INTRODUCTION	5
Key 2017-2018 graduate program staff	5
II. PROGRAM OVERVIEW	7
Master's requirements at a glance	7
First field units Other course units Foreign language Third semester examination	7
Advancement to master's candidacy Master's degree conferral	
PhD requirements at a glance	7
First field	7
Second and third fields Outside field Historical Method, Theory, and Practice course Pedagogy	8
course Foreign language Third semester examination Doctoral qualifying examination	
Advancement to doctoral candidacy Dissertation research and writing	
Progress reviews	8
Yearly evaluations	8
Third semester progress review Doctoral qualifying examination review	9
Departmental examinations	9
Foreign language translation examinations Third semester examination Doctoral oral qualifying	9
examination	
Normative time to degree	10
Six year normative time fields Seven year normative time fields Extensions of normative time	10
Recalculating normative time for change-of-majors	
Registration and residency	11
<i>In absentia</i> status Filing fee status Summer filing Cancellation of registration/withdrawal	11
California residency	12
Time in doctoral candidacy	12
Lapsing of doctoral candidacy Reinstatement of lapsed candidacy	12
III. FIELDS OF STUDY	12
New fields of study	12
First field	12
Regional/Temporal fields Thematic fields Switching first fields	13
Second and third fields	13
Requirements for students with a Regional/Temporal first field Requirements for students with a	13
Thematic first field	
Fourth/outside field	13
Approval of fields	14
IV. YEAR BY YEAR	14
Waiving credits Disabled Students Program Departmental appeals procedure	14
Year 1 (all fields)	14
Year 2 (all fields)	16
Year 3 (six year fields only)	17
Year 3 (seven year fields only)	18
Year 4 (seven year fields only)	19
Research Year: Year 4 (six year fields) or Year 5 (seven year fields)	20
Year 5 (six year fields), Year 6 (seven year fields), and beyond (all fields)	20
Final year (all fields)	21
V. FIELD GUIDES	
Africa	24
Ancient	26
Byzantine	28
Early Modern Europe	30
East Asia: China	32
East Asia: Japan	34
Jewish	36
Late Modern Europe	38

Latin America	40
Medieval	42
Middle East	44
North America	46
Science	48
South Asia	50
Southeast Asia	52
VI. CAREER DEVELOPMENT AND DIVERSITY	54
Department panels, workshops, roundtables, and classes bCourse site Alumni network Conference attendance	54
Career development resources on campus	54
D-Lab Certificate in Teaching and Learning in Higher Education Summer Institute for Preparing Future Faculty Graduate Division workshops Graduate Division-sponsored mentoring opportunities VSPA and HSSA workshops Beyond Academia Career Center Tang Center	55
Further online resources	55
Versatile PhD Chronicle of Higher Education	55
HNet Dossier services	56
VII. FINANCES AND FUNDING	58
Fees	58
2017-2018 fees (per semester) Note about partial fee remission NRST and out-of-state citizens and permanent residents NRST and international students Note about NRST coverage Other fees	58
Financial support	58
Six year fields funding package Seven year fields funding package Six year fields teaching obligations Seven year fields teaching obligations	59
Departmental support for students entering fall 2011 and onwards Students with University (i.e., non-departmental) multi-year fellowship packages Summer support History Department Research Year Grant	60
Appointments	61
Graduate Student Instructorships (GSIships)	61
Readerships Graduate Student Researchships (GSRships) or Research Assistantships (RAships) Note regarding partial fee remission	62
Other support	62
University fellowships	62
Extramural fellowships Regarding extramural fellowship applications Note regarding support for applying to extramural fellowships	63
Educational allowance top-offs or extramural fellowships Academic employment outside of the Department Conference funding Support for student parents Financial aid Food security support	64
VIII. APPENDICES	
Appendix A: Selecting committees	66
Appendix B: Advancing to doctoral candidacy	68
Appendix C: Options for fulfilling foreign language requirements	69
Appendix D: Forms	70
Appendix E: Designated Emphases	71
Appendix F: Graduate Division links	72

The University of California, in accordance with applicable Federal and State law does not discriminate on the basis of race, color, national origin, religion, sex (including sexual harassment), gender identity, pregnancy/childbirth and medical conditions related thereto, disability, age, medical condition (cancer-related), ancestry, marital status, citizenship, sexual orientation, or status as a Vietnam-era veteran or special disabled veteran. This non-discrimination policy covers student admission, access, and treatment in University programs and activities. It also covers faculty (Senate and non-Senate) and staff in their employment.

The information in this guide is subject to modification; students will be notified via email of significant changes throughout the year. A new version is released each year and the website is updated accordingly. In addition to this guide, all students should review Graduate Division's Guide to Policy, found here: grad.berkeley.edu/policy.

INTRODUCTION

The Berkeley History Department represents a rich spectrum of research interests, collaborations, and approaches spanning sixteen established fields of history: Africa, Ancient Greece and Rome, Byzantine, Early Modern Europe, East Asia: China, East Asia: Japan, Jewish, Late Modern Europe, Latin America, Medieval, Middle East, North America, Science, South Asia, and Southeast Asia. The Department is comprised of approximately 50 full-time faculty members, a number of distinguished emeritus faculty and visiting professors and lecturers, approximately 160 graduate students, and 13 support staff. The depth and breadth of our program and the strengths of our faculty members, students, and other professionals provide an especially stimulating and congenial setting for graduate training.

Key 2017-2018 graduate program staff

Professor James Vernon

*Vice Chair for Graduate Affairs and Director of Graduate Studies**

The Director of Graduate Studies chairs the Graduate Advisors Committee (GAC) and is the Department's officially designated faculty liaison for the graduate program. In this capacity, the Director of Graduate Studies signs all correspondence sent by the Department to the Graduate Division, including everything from routine petitions (such as the Advancement to Doctoral Candidacy forms) to special requests for exceptions to policy.

His office is 2214 Dwinelle Hall (Level B) and his email is history-dgs@berkeley.edu.

***Please note:** "Director of Graduate Studies" is a department-only term for what the rest of the University calls the Head Graduate Advisor. In all policy documentation that does not come from the Department, Head Graduate Advisor will appear in place of Director of Graduate Studies and refers to this role.

Professor Peter Zinoman

Equity Advisor

Among other functions, the Equity Advisor consults with the Director of Graduate Studies and the other faculty in the program to ensure that diversity is taken into account in the recruitment, selection, and retention of graduate students.

His office is 2313 Dwinelle Hall (Level B) and his email is zinoman@berkeley.edu.

Professor Peter Zinoman

Advisor for GSI Affairs

The Advisor for GSI Affairs functions as a liaison among the Graduate Division, department faculty, and GSIs; provides information concerning policies relating to GSIs to faculty and GSIs in the program; and raises issues on their behalf with the administration.

His office is 2313 Dwinelle Hall (Level B) and his email is zinoman@berkeley.edu.

Professor Sandra Eder

Gender Equity Advisor

The Gender Equity Officer was created by the Department in 2014 to help ensure that the graduate program fosters a respectful environment for all regardless of their gender or sexuality. Their role is to assist students and the Director of Graduate Studies address questions of curriculum bias, classroom interactions, relationships to peers and advisers, the mentoring of women and LGBTIQQ students, and representing the needs of birth mothers.

Her office is 2213 Dwinelle Hall (Level B) and her email is s.eder@berkeley.edu.

Professor Elena Schneider

Career Development and Diversity Officer

The Career Development and Diversity Officer is responsible for the development and delivery of programming designed to help prepare students for careers within and beyond the academy. She works closely with the History Graduate Association and the Career Development and Diversity Coordinator.

Her office is 2210 Dwinelle Hall (Level B) and her email is eschneider@berkeley.edu.

Todd Kuebler

Graduate Students Affairs Officer (GSAO)

The GSAO is responsible for the day-to-day administration of the graduate program. The GSAO is the primary point of contact for students, who are encouraged to reach out with any questions not answered in this guide.

His office is 3310 Dwinelle Hall (Level C), his email is history-gradadvisor@berkeley.edu, and his phone is (510) 642-2034.

Erin Leigh Inama

Graduate Admissions Advisor

The Graduate Admissions Advisor is responsible for managing the Department's admissions and recruitment process.

Career Development and Diversity Coordinator

The Career Development and Diversity Coordinator is responsible for assisting with developing the Department's program relating to advancing the careers of students within and beyond the academy.

Her office is 3312 Dwinelle Hall (Level C), her email is histadm@berkeley.edu, and her phone is (510) 642-2378.

Anne Meyers

Student Services Coordinator

Job description TK.

Her office is 3313 Dwinelle Hall (Level C), her email is history-ssc@berkeley.edu, and her phone is (510) 643-8995.

Graduate Advisors Committee (GAC)

The Director of Graduate Studies chairs the Graduate Advisors Committee (GAC), which is appointed yearly by the Department Chair to administer the graduate program. Collectively, the GAC considers student petitions, reviews students for continuation in the program, and makes recommendations to the Department concerning the graduate program. All incoming students are assigned a GAC advisor (who may or may not be in their field), with whom they are encouraged to meet and discuss course selection and their progress through the program. After the first year, students are expected to consult with the faculty in their field for advice. The 2017-2018 GAC includes the following professors: James Vernon (chair), Janaki Bakhle, Sandra Eder, Victoria Frede, Tom Laqueur (spring only), Waldo Martin (fall only), Rebecca McLennan, Maureen Miller, Elena Schneider, and Peter Zinoman.

History Graduate Association (HGA)

The History Graduate Association (HGA) is a student organization established to further the interests of all history graduate students. The HGA participates in the new student welcome and admitted student visit day and plans colloquia, panels, and occasional social functions. The group also discusses, investigates, and communicates student concerns about the graduate program. The 2017-2018 HGA president is Joseph Ledford; he can be reached via email at hga@berkeley.edu.

Tang Center (University Health Services)

University Health Services provides comprehensive medical, mental health, insurance, and health promotion services to all Berkeley students. Students can use the Tang Center's medical services just as they would their regular doctor's office and urgent care center. Tang also features a comprehensive counseling center, staffed by psychiatrists, psychologists, and licensed therapists, which offers individual and group counseling and includes a complete career counseling center. For more information, please see: **Medical:** uhs.berkeley.edu/medical | **Advice nurse:** uhs.berkeley.edu/medical/advice-nurse | **Mental health resources:** uhs.berkeley.edu/counseling | **CPS resources for graduate students:** uhs.berkeley.edu/sites/default/files/cps_gradstudents.pdf | **SHIP:** uhs.berkeley.edu/ship | **Family planning:** uhs.berkeley.edu/medical/primary-care/womens-health/contraceptives-and-family-planning | **Sexual health:** uhs.berkeley.edu/medical/primary-care/sexual-health-care-tang | **Preventive health:** uhs.berkeley.edu/medical/primary-care/preventive-health | **Work/life:** uhs.berkeley.edu/bewellatwork/worklife | **Insurance for dependents:** uhs.berkeley.edu/insurance/insurance-dependents | **How to get involved:** uhs.berkeley.edu/join-our-team

PROGRAM OVERVIEW

Master's requirements at a glance

Note: the Department does not admit students for terminal master's degrees.

Students who do not have a master's degree in History or an equivalent discipline are eligible to receive a master's en route to the PhD by completing the requirements outlined below. All coursework for the master's degree must be taken at Berkeley and for a letter grade (except History 290, available only on a S/U basis). Coursework and foreign language requirements used to fulfill the Department's master's requirements can also be used to fulfill the Department's PhD requirements. Students must maintain a minimum overall 3.0 GPA and a minimum 3.5 GPA in History graduate coursework. (Note: receiving a course grade lower than an A- in a History graduate seminar signifies an insufficient grasp of the subject matter; students are advised to consult with the course instructor.)

First field units

Twelve units in the first field (three courses of four units each): two graduate seminars in any combination of 275s and 280s (both seminars must be completed by the end of the first year) and one 285 (should be completed by the end of the first year, if possible).

Note: students in East Asia: China must complete sixteen units; the additional four units must be either a 275 or a 280 in Japanese history. Students in East Asia: Japan must complete sixteen units; the additional four units must be either a 275 or a 280 in Chinese history. Students in History of Science must complete sixteen units; the additional four units are from the one unit Historical Colloquium (History 290), taken each semester of their first two years.

Other course units

Twelve units in any combination of History graduate courses. Towards this requirement, students may apply one upper-division undergraduate course in History or a foreign language and one graduate course in a field other than History. Students are encouraged to look ahead to the PhD program requirements and select courses that they can apply towards that degree as well.

Note: students electing to use an upper-division History or foreign language course or non-History graduate course (which are not uniformly four units) should count their units carefully to ensure they have twelve total.

Foreign language

Students must complete one foreign language from their first field (refer to the appropriate field guide for a list of options).

Third semester examination

Students must successfully pass the third semester examination, which tests a student's general command of the history in and scholarship of their first field.

Advancement to master's candidacy

Students must file the Department's master's candidacy form with the GSAO before the end of the fifth week of the semester in which requirements for the degree are completed. (Students who file the form but fall short of completing the master's requirements that semester will have their candidacy carried over to the following term.)

Master's degree conferral

Degrees for students who have completed the master's requirements and filed the candidacy form will be conferred at the end of each semester. Diplomas are mailed to the student's address on file with the Graduate Division approximately five months following conferral.

PhD requirements at a glance

Note: students should familiarize themselves with the field guide for their field(s), as some fields have additional requirements beyond what is listed below.

Students must maintain a minimum overall 3.0 GPA and a minimum 3.5 GPA in History graduate coursework. (Note: receiving a course grade lower than an A- in a History graduate seminar signifies an insufficient grasp of the subject matter; students are advised to consult with the course instructor.)

First field

Sixteen units in the first field (four courses of four units each): two graduate seminars in any combination of 275s and 280s (both seminars must be completed by the end of the first year) and two 285s (one of which should be completed by the end of the first year, if possible).

Second and third fields

Eight units in History outside the first field (two courses of four units each): two seminars in any combination of 275s, 280s, and 285s.

Outside field

Three to four units: one graded course in a field and department other than History.

Historical Method, Theory, and Practice course

History 283. The nature of this course changes each semester depending on the expertise and interests of the instructor. Students are strongly encouraged to take this course in either their first or second year.

Pedagogy course

History 375. A pedagogy course is required of all first-time Graduate Student Instructors (GSIs) prior to or concurrently with their first semester of teaching. Students are strongly encouraged to take History 375 (offered in the fall semester only), but may take another department's 375 with prior approval of the Director of Graduate Studies.

Foreign language

Students must pass the foreign language requirements for their first field. The required number of foreign languages ranges from one to four; please see the specific field guides for more information.

Third semester examination

Please see "Department examinations" [p. 9]. Students must successfully pass the third semester examination, which tests a student's general command of the history and scholarship of their first field. Some fields have oral examinations, some written, and one both; please refer to the specific field guides for more information.

Doctoral qualifying examination

Please see "Department examinations" [p. 9]. Students must pass the doctoral oral qualifying examination (colloquially referred to as orals), which tests their mastery of the factual information and theoretical concepts absorbed through the coursework and seminar research in the three fields approved by the GAC for the student's doctoral program.

Advancement to doctoral candidacy

Students advance to doctoral candidacy after the doctoral qualifying examination is passed, a dissertation committee is formed, and the dissertation prospectus is approved by said dissertation committee. Please see Appendix B for more information.

Dissertation research and writing (aka time in candidacy)

Students have three years following their advancement to doctoral candidacy to research, write, and file their dissertation.

Progress reviews

As students progress through the program, their performance will be evaluated annually and upon completing the third semester and doctoral qualifying examination milestones.

Yearly evaluations

All students in the program are evaluated yearly by the GAC. Students in the pre-orals stage must complete the Department's "Review of Progress" form, which the GSAO will email to students in late fall and will be due early in the spring semester. Students advanced to doctoral candidacy must complete the Graduate Council's online "Doctoral Candidacy Review" (DCR), available on Graduate Division's Forms and Applications Page at grad.berkeley.edu. After completing their section of the DCR, students should notify their dissertation committee that the DCR is available for viewing. Students should also schedule a meeting with at least two members of their committee (ideally one of whom is the chair) to review academic progress.

There are two categories of evaluation: satisfactory progress and unsatisfactory progress. Students must maintain a minimum GPA of 3.5 in History graduate courses and be deemed to be making satisfactory progress in order to remain eligible for departmental fellowship awards and teaching appointments. Students not making satisfactory progress will be notified in writing and may be subject to termination from the program or loss of previously guaranteed funding. Failure to submit either the departmental form or the DCR may result in loss of previously guaranteed funding. A current DCR must be on file for students receiving the Doctoral Completion Fellowship (DCF).

Third semester progress review

The third semester progress review is a comprehensive evaluation of student performance in seminars, the third semester examination, and progress towards fulfilling language requirements. The GAC will complete the progress review once the final results of the third semester examination are available (for more information on the third semester examination, please see “Departmental examinations” [p. 9]). Based on the results of the review, a student will either be a) continued in the program with the award of the master’s degree; b) terminated from the program with the award of the master’s degree; or c) terminated from the program without the award of the master’s degree. (Note: students will only receive the master’s degree if they have met the requirements and do not already have a master’s in History or an equivalent discipline.)

Doctoral qualifying examination review

At the conclusion of the doctoral qualifying examination, the examination committee will decide whether to advise the Dean of the Graduate Division that a student a) has passed the examination and should be continued in the program; b) has failed the examination but should be re-examined after the passage of at least three months; or c) has failed the examination and should be terminated from the program without re-examination.

Departmental examinations

Foreign language translation examinations

In some fields, students have the option of satisfying a foreign language requirement by passing a translation examination. The standard examination asks students to translate into English two intermediate-level passages of approximately 200 words each (dictionaries permitted). (Note: some fields use non-standard examinations; please see the specific field guides for more information.) Faculty are appointed by the Director of Graduate Studies to provide passages and then to grade translations (pass/fail). Students are permitted to take the examination any number of times. The GSAO coordinates an examination once per semester (in November and in April); a sign-up form will be available on the Department website.

Third semester examination

All students are examined in the third semester for their general command of the history and scholarship of their first field. (Students with equal fields will be examined on the field to which they were originally admitted.) Students will be expected to display, at minimum, textbook-level knowledge of their fields and a thorough mastery of the materials covered in the courses they have taken at Berkeley. A minimum of three seminars (275s, 280s, and/or 285s), two of which are from the student’s first field, is a prerequisite to sitting for the examination. Examinations may be oral (typically one hour), written (typically three hours and closed book), or both (depending on the field; please see the specific field guides for more information) and are graded pass/fail. The GAC appoints the third semester examination committees, which usually consist of three faculty members and are chaired by a member of the GAC. The committee drafts and grades the written examinations and/or administers the oral examinations and reports the results to the GAC. Note: students who do not successfully pass the third semester examination on the first attempt may be given an opportunity to be re-examined the following semester.

Doctoral oral qualifying examination

The doctoral oral qualifying examination (colloquially referred to as orals) tests a student’s mastery of the factual information and theoretical concepts in the four fields approved by the Director of Graduate Studies for the doctoral program. It also assesses the student’s readiness to enter the dissertation research phase of the program. The examination is oral and takes two and a half to three hours to complete. As a general rule, each examiner (there are five on the committee) has twenty minutes to ask questions, with a shorter follow-up round possible at the end.

The examination committee is composed of two History faculty members to examine in the first field, one History faculty member to examine in the second field, one History faculty member to examine in the third field, and one faculty member from another department to examine in the fourth/outside field. A first field faculty member who is not the student’s proposed dissertation committee chair will normally chair the examination committee. The chair and the outside member must be members of the Berkeley Division of the Academic Senate (tenured or tenure-track faculty). The committee must be formally approved by both the GAC and the Dean of the Graduate Division. To start the approval process, students must submit their proposed committee the semester before their examination via [CalCentral](#) (the form can be found in the “Student Resources” tile using the link “Higher Degree Committee Form”). If there are any doubts about someone’s eligibility to serve on the committee, students should consult with the GSAO, as this may have a bearing on course planning. For the complete policy, please see grad.berkeley.edu/policy/degrees-policy/#f47-configuration-requirements-for-higher-degree-committees.

The examination is taken during (or earlier than) the sixth semester for students in six year fields and the eighth semester for students in seven year fields. Failure to successfully complete the qualifying examination and advance to doctoral candidacy

within normative time (the prescribed time to degree for a field) has serious consequences, including loss of departmental and University aid. Students must be registered for the semester in which they sit for the examination. All foreign language requirements must be fulfilled and any incompletes must be removed before sitting for the examination and all coursework must be completed by the end of the term in which the examination is passed.

Early in planning for their examination, students should consult with their proposed committee members on their willingness and availability to participate. There is a possibility that a committee member will not be in Berkeley during the time of the examination. With prior approval of the Dean of the Graduate Division, up to two members can participate via video or phone conference. Please notify the GSAO if this route will be pursued. Students will be responsible for exchanging appropriate contact information for the member participating remotely.

At the student's option, the examination may include a written component. Two weeks prior to the oral examination, students electing to complete a written section will be offered three topics in each of the three History fields. Students will select one topic from each field as the subject of an essay of the approximate scope of an upper-division undergraduate lecture. Students will be given a week to write the essays, using any reference material or other resources desired. The examination committee will read the two essays and, as part of the oral examination, ask the student to discuss and defend the ideas presented therein. Thus the written component is an integral part of the qualifying examination and not a separate test to be passed or failed alone. Students who pursue this route must consult with their faculty advisor and examiners from the two History fields and then inform the GSAO no fewer than five weeks prior to the date of the oral examination. A copy of each essay will be available during the oral examination and will later become a part of the student's permanent academic file.

The result of the qualifying examination is reported to the Graduate Division and will be recorded as pass, partial failure, or total failure. Students with a partial or total failure may be recommended for re-examination. At least three months must pass before the examination may be retaken. All members of the original examination committee are required to participate during the re-examination, which tests a student only on the failed section(s). Students are not permitted to sit for the examination a third time.

Normative time to degree

Each of the sixteen established fields of History is categorized as either a six year normative time program or a seven year normative time program, meaning a student in that field is expected to complete all PhD program requirements within six or seven years.

Six year normative time fields

The six year fields are: Early Modern Europe, Late Modern Europe, Latin America, North America, Science, and Southeast Asia. Students spend three years in coursework and completing language requirements, one year engaged in dissertation research, and two years writing their dissertations. Students will be examined in their first field during their third semester and will take their doctoral qualifying examination (testing the three History fields and the outside field) in their sixth semester.

Seven year normative time fields

The seven year fields are: Africa, Ancient Greece and Rome, Byzantine, East Asia: China, East Asia: Japan, Jewish, Medieval, Middle East, and South Asia. Students spend four years in coursework and completing language requirements, one year engaged in dissertation research, and two years writing their dissertations. Students will be examined in their first field during their third semester and will take their doctoral qualifying examination (testing the three History fields and the outside field) in their eighth semester.

Extensions of normative time

Students are encouraged to be mindful of their evolving situations as they progress through the program and should consult with the GSAO and Director of Graduate Studies while considering whether they would benefit from a request for an extension. Circumstances which may justify an extension of normative time include pregnancy, parental obligations (caring for a child), illness, or emergency family obligations. All extensions require departmental support and approval of the Dean of the Graduate Division. Timely submission of the request for an extension is paramount. Students giving birth should request the extension soon after the child's arrival. The University has strict regulations for determining when a student's time in candidacy lapses and their eligibility to accept the Doctoral Completion Fellowship (DCF) is also affected by a student's normative time clock so an extension may prove crucial for students who end up remaining in the program beyond the prescribed normative time.

Recalculating normative time for change-of-majors

Students are considered change-of-majors when they join the History Department after having previously been matriculated as a graduate student in another campus department or program. Change-of-major students' normative time clock starts

upon their initial matriculation as a graduate student at Berkeley. Students who completed two years in another department, for example, will be in their third year of normative time even if they are in their first year in the History PhD program.

Change-of-majors who have not taken more than two graduate-level history courses should seek to have their normative time clock reassessed (rolled back one or more semesters). Requests for reassessment of normative time are reviewed by the Dean of the Graduate Division and should be submitted shortly after the student begins the History program (please consult with the GSAO for more information). Reassessment will enable them to take advantage of the Doctoral Completion Fellowship (DCF), for which students are eligible through normative time + one year, at the appropriate time for them (i.e., students will not be forced to take the DCF early).

Registration and residency

Students are expected to register full-time (twelve graduate units or the equivalent) continuously throughout their graduate careers, excepting only those semesters during which a student officially withdraws from the University or is on approved filing fee status. Students may not register and enroll after they are awarded the degree for which they were admitted unless they have been approved for a new degree goal or major.

In absentia status

In absentia status is a form of registration available to students who are advanced to doctoral candidacy and undertaking dissertation research outside of California for an entire semester. Students undertaking research within California but outside the surrounding counties of the Bay Area may petition the Dean of the Graduate Division for *in absentia* status.

Students registered *in absentia* are only assessed 15% of the combined tuition and student services fees, plus health insurance. Students apply for *in absentia* via [CalCentral](#), in the “Student Resources” title under the “Special Enrollment Petition” link. Deadlines vary; students are encouraged to check the Graduate Division website for exact dates. The application requires the electronic sign-off of the student’s dissertation chair and the Director of Graduate Studies, so students are strongly advised not to wait until the last minute to complete the form.

Students may hold University fellowships and GSR appointments during the *in absentia* period, but may not hold GSI, Reader, or Tutor appointments. Students may use *in absentia* status (upon approval of the Associate Dean of the Graduate Division) for a maximum of four semesters. Students must register for twelve filler credits in each semester of *in absentia* registration.

Filing fee status

Filing fee status is not considered a form of registration; it permits eligible students to pay one-half the student services fee in lieu of full registration for the semester in which they intend to submit their dissertations. To be eligible for the status, students must have been registered the previous semester. International students are additionally required to obtain a Berkeley International Office (BIO) student advisor signature on their applications.

Students apply for filing fee status via [CalCentral](#), in the “Student Resources” title under the “Special Enrollment Petition” link. Deadlines vary; students are encouraged to check the Graduate Division website for exact dates.

Filing fee is available to students once. Students who do not file a dissertation at the end of the filing fee semester must either a) apply for readmission and register during a subsequent fall or spring semester or b) register in Summer Sessions when readmission is not required. Summer registration requires enrollment in three units; fall and spring registration each require twelve.

Because filing fee status is not equivalent to registration, students may not hold academic appointments, take coursework, or use any University facilities not accorded the general public. However, with an official note from the GSAO, students can purchase a library card, RSF (gym) membership, and/or health insurance. Note: students are only eligible to purchase health insurance if they have not already purchased SHIP during a period of withdrawal (as the University allows non-registered students to purchase SHIP one time only).

Summer filing

Students who were registered in the preceding spring and who have not previously been on filing fee status can file and have their degree conferred in the summer without having to pay any additional registration fees. Students who were not registered in the preceding spring and students who were registered in the spring but had previously been on filing fee status must register for three units of Summer Sessions to file in the summer. International students planning on filing in summer should consult with the GSAO if they require units/registration for visa purposes (only available to students registered in the spring).

Cancellation of registration/withdrawal

Cancelled registration occurs before the start of a term; withdrawn registration occurs after the start of a term. Students who cancel or withdraw their registration may not use any University facilities except those accorded the general public, nor may they make demands on faculty time. Withdrawn students are responsible for some or all of their registration fees, prorated according to the effective date of withdrawal. International students are strongly advised to meet with an advisor from the Berkeley International Office (BIO) to discuss visa implications before pursuing a cancellation or withdrawal.

Students who wish to register in a subsequent semester must submit a readmission application for departmental approval. Students withdrawn for five or more years are required to reapply altogether and submit the same documentation required of first-time applicants.

Students who wish to pursue this should contact the GSAO before taking any action to cancel or withdraw registration. With an official note from the GSAO, students can purchase a library card, RSF (gym) membership, and/or health insurance. Note: students are only eligible to purchase health insurance if they have not already purchased SHIP during a period of withdrawal (as the University allows non-registered students to purchase SHIP one time only).

California residency

All US citizen and permanent resident students are expected to attain California residency status for tuition purposes by the end of the first year in the state (international students are never eligible for California residency status for tuition purposes). Out-of-state students should start the residency process as soon as they arrive in California (more information can be found here: registrar.berkeley.edu/tuition-fees-residency/residency-tuition-purposes/in-state-tuition-graduate-students). The residency determination date is a minimum of 366 days from arrival to the start of the next year's fall term. Documents to reclassify residency status are accepted in the spring semester of a student's first year in the program. Successfully reclassifying will waive a student from being assessed NRST. Out-of-state students who do not reclassify to California residency or withdrawn students who do not maintain California residency (e.g., due to failure to submit the paperwork on time or for failure to maintain residency during the preceding year) are responsible for paying NRST out of pocket. Note: students traveling outside of California during the summer for academic purposes should obtain a letter from the Director of Graduate Studies to submit to the Residency Office which justifies their absence from the state. For more information on residency, please see registrar.berkeley.edu/tuition-fees-residency/residency-tuition-purposes.

Time in doctoral candidacy

Lapsing of doctoral candidacy

A student's doctoral candidacy lapses two years following the end of normative time in candidacy (i.e., doctoral candidacy is of limited duration). If a student has not completed the program by then but is making adequate progress, the Dean of the Graduate Division will consider granting an extension for up to one full year. To qualify, the delay in completion must be attributable to factors beyond the student's control. The GSAO will notify students on Graduate Division's lapse list so they have the opportunity to request the extension.

Reinstatement of lapsed candidacy

Lapsed students who have submitted a full draft of their dissertation to their committee are eligible for reinstatement of doctoral candidacy. All previously completed program requirements (such as coursework, language(s), and the qualifying examination) will be assessed for their continued validity. This is normally verified by evidence of the student remaining current in their field of study during their absence from the University; in some cases, a readmission application will be required. Reinstated students may either register or go on approved filing fee status and expected to file their dissertation during the semester of reinstatement.

FIELDS OF STUDY

New fields of study

During the 2015-2016 academic year, the faculty voted on major changes to the field structure of the program. The Fall 2016 cohort has the option to follow the field structure to which they were admitted (see the 2016-2017 version of Higher Degrees) or to switch to the new structure. Fall 2017 and future cohorts will only have the option to follow the new field structure.

First field

Students select their first (sometimes called primary) field from amongst the fifteen established fields of History at the time of their application to the program. First fields are divided into two categories, Regional/Temporal and Thematic. Students

are advised to devise their fields of study in ways that prepare them for their future dissertation research as well as possible teaching careers in a wide range of institutions. Students will have two faculty members representing their first field at their doctoral oral qualifying examination.

Regional/Temporal fields

The Regional/Temporal fields include: Africa, Ancient Greece and Rome, Byzantine, Early Modern Europe, East Asia: China, East Asia: Japan, Late Modern Europe, Latin America, Medieval, Middle East, North America, South Asia, and Southeast Asia.

Thematic fields

The Thematic fields include: Jewish and Science.

Switching first fields

On rare occasions, students will realize after taking several courses in the Department that another field is better suited to their interests. These students need to secure the support of the faculty in their intended new field, after which they may petition the Director of Graduate Studies to officially redesignate their first field. The Director of Graduate Studies will consult with the faculty in the original and the new fields before deciding whether or not to approve the switch. Students should seek to switch fields as soon as possible and no later than the end of the first year. Students will normally be held to the normative time in their field of entrance and will be tested in the field of entrance during their third semester examination.

Second and third fields

Requirements for students with a Regional/Temporal first field

Second field

Students select another region and/or time from the list of established Regional/Temporal fields of History. In contrast to the pre-2016 requirements, students are now permitted to focus on an individual country and/or century rather than cover the entire field, e.g. 20th-century Mexico as opposed to Latin America. Breadth is sacrificed in favor of depth. If students wish to retain the traditional full second field, they may do so (but note there will be only one examiner instead of the previous two). Students are advised to take classes with faculty able to prepare them for a second field focused on a particular time and place. Students will have one faculty member representing their second field at their doctoral oral qualifying examination.

Third field

Student select a thematically-defined field that builds connections across space and across two of four historical epochs (ancient, medieval, early modern, and modern). Students are not limited to the two departmentally-recognized thematic fields of Jewish and Science but may create their own themes (e.g., Environment, Religion, Urban, Capitalism). Students are expected to put together a theme with their potential dissertation topics and/or future teaching portfolios in mind. Students are advised to take classes with faculty with whom they can envision developing a thematic field for the doctoral oral qualifying examination. Students will have one faculty member representing their third field at their doctoral oral qualifying examination.

Requirements for students with a Thematic first field

Second and third fields

Students select two different regions and/or times from the list of established Regional/Temporal fields of History. One of these fields can be in their core area of interest but should cover a relatively long time period and the other should help them develop a relatively deep experience in an area/time period that is not their core research interest. For example, a student in Jewish history envisioning a dissertation that focuses on 20th-century Germany could choose German history as a second field (including periods early than the 20th-century) and Late Modern Europe (broadly) as a third field. As with the students on the Regional/Temporal track, the second and third fields may be focused on an individual country or century rather than an entire traditional field (e.g., South Africa in the 20th century rather than Africa). *Exception:* Students who have two or more core areas of research interest can select these as their second and third fields, as long as they reflect sufficient geographical/temporal breadth. For example, a student in Science who expects to do research in both the U.S. and the Middle East can choose these as their second and third fields, but a student in Science who expects to work in modern Germany and modern France will need to go outside Europe for their third field.

Since there are many different ways for students in Thematic fields to fulfill their second and third field requirements, it will be especially important for these students to consult with their own advisors and with the Director of Graduate Studies to be sure they are meeting the Department's expectations for combining breadth and depth. Students will have one faculty member representing their second field and one faculty member representing their third field at their doctoral oral qualifying examination.

Fourth/outside field

The fourth/outside field must be in a discipline other than History. Students are expected to familiarize themselves with the literature and methodologies of that discipline and attain detailed knowledge of one or more of its specialized areas. Students must take, for a letter grade, at least one course (with a three or four unit value) in their fourth/outside field. Students will have one faculty member representing their outside field at their doctoral oral qualifying examination; this faculty member is formally designated as the Academic Senate Representative of the examination committee.

Approval of fields

Students must have their fields of study approved by the Director of Graduate Studies no later than the semester prior to the semester in which they will sit for the doctoral qualifying examination. All students should aim to declare sooner than this, ideally shortly after the third semester examination. The Approval of Fields form is available online.

YEAR BY YEAR

Below is a standard program of study; a student's actual program may vary. Students whose program seems likely to deviate from the standard plan, or who have concerns about whether or not they're on track, are welcome and encouraged to consult with their advisor(s), the faculty in their field, the Director of Graduate Studies, and/or the GSAO. Students should take care to enroll into courses that will satisfy their course and language requirements and enable them to sit for the doctoral qualifying examination in the spring of the third (for six year fields) or fourth (for seven year fields) year. It is recommended that students take three courses each semester of their first year and two courses each semester thereafter. Students who do not stay on track may face significant financial consequences (e.g., eligibility for the departmental research year grant will be compromised if a student does not advance to doctoral candidacy by the prescribed time for their field).

Waiving credits

Students who have completed graduate coursework at another institution may petition to have typically no more than two courses applied towards the fulfillment of the PhD course requirements. Credits used towards fulfillment of the master's course requirements must be Berkeley courses, excepting only language credits. Syllabi, papers, examinations, and other clear evidence of course equivalency should accompany the petition, which will be reviewed by the Director of Graduate Studies in consultation with the faculty in the student's first field. Courses will be accepted internally only (i.e., will not appear on the Berkeley transcript).

Disabled Students Program

The Disabled Students Program (DSP) at Berkeley provides a wide range of services, including both federally and state legally mandated and non-mandated services and accommodations for eligible students with verified disabilities. More information on the services and programs offered can be found at dsp.berkeley.edu/resources/services-programs.

Departmental appeals procedure

The Graduate Advisors Committee (GAC) has final authority in all matters of academic evaluation. Appeals for violation of due procedures may proceed as follows:

1. The student may bring a problem or grievance to the attention of his or her advisor(s) for informal resolution.
2. If resolution is not possible at step one, the student or the advisor(s) may request that the GAC review the grievance.
3. If resolution is not possible at step two, the student or the GAC may request that the department chair review the grievance.
4. If all such attempts at resolution fail, a formal appeal may be presented to the Dean of the Graduate Division.

Students are encouraged to contact the Student Services Coordinator for more information and support while going through the departmental appeals procedure.

Students are also encouraged to avail themselves to the Ombuds Office for Students and Postdoctoral Appointees. The office offers confidential support through a conflict. For more information, please see sa.berkeley.edu/ombuds.

Year 1 (all fields)

Coursework

Students must enroll in a minimum of twelve units each semester (unless on approved withdrawal status). A typical course load each semester is three graduate seminars (preferably including at least one from the first field) or two graduate seminars

and a language course. First year students should concentrate on courses which will prepare them for the third semester examination, which examines students on the general command of the history and scholarship of the first field (please see “Departmental examinations” [p. 9] and the specific field guides). Students may round out their schedule with any course they feel is appropriate to successfully advance them through the program, including departmental filler courses and/or independent reading courses (History 299). History 299s can be structured to substitute for a 275, 280, or 285 when an appropriate seminar is not being offered; students should submit a petition requesting substitution for approval by the Director of Graduate Studies. Petitions are available online.

For a complete History course list, please see guide.berkeley.edu/courses/history (graduate-level courses are numbered in the 200s at Berkeley). Students are always encouraged to discuss their course planning with their advisor(s), the faculty in their field, the Director of Graduate Studies, and/or the GSAO.

History 375

A pedagogy course is required of all first-time Graduate Student Instructors (GSIs) prior to or concurrently with their first semester of teaching. Students are strongly encouraged to take History 375 (offered in the fall semester only), but may take another department’s 375 with prior approval of the Director of Graduate Studies. Students who wish to satisfy the requirement to GSI for the independently taught course History R1B (Reading and Composition in History) must take College Writing 375, English 375, Comparative Literature 375, or Graduate Student Professional Development Program 302.

Students should discuss with their advisor(s) and/or the Director of Graduate Studies as to the pros and cons of completing History 375 in Year 1 versus Year 2 and make a decision according to their own interests and needs.

Teaching conference for first-time GSIs

All first-time GSIs are required to participate in a conference providing intensive teaching preparation and addressing questions such as how to get started as a GSI, what to do on the first day of teaching and beyond, practical strategies to enhance learning, and more. The conference is held Thursday and Friday before the first week of instruction each semester. First year students who anticipate returning to campus from summer break during the first week of instruction in Year 2 are advised to participate in the workshop during the spring of Year 1.

Note: to be eligible to work as a GSI, graduate students who are not native speakers of the English language must demonstrate English proficiency. Students should complete the English Language Proficiency Screening Questionnaire (see gsi.berkeley.edu/programs-services/language-proficiency/screening-questionnaire) to determine whether they need to take the language proficiency test.

Registration deadline and schedule adjustments

Students must be registered for the required twelve units by the end of the third week of instruction in order to meet the University’s census deadline. Failure to complete registration can jeopardize a student’s appointment (e.g., GSIsip, Readership, or GSRship) and/or stipend payments. Students can make adjustments to their class registrations through the end of the third week via CalCentral. Students can make adjustments to their class registrations through 1 September 2017 (fall) and 26 January 2018 (spring); after these dates, adjustments are assessed add/drop fees. The last day for graduate students to make adjustments to their class registrations is 1 December 2017 (fall) and 27 April 2018 (spring). Students should make a habit of verifying their course schedule in CalCentral before the add/drop deadline, as discrepancies noticed after this can only be corrected with the approval of the Associate Dean of the Graduate Division. Students should also get themselves into the habit of checking their CalCentral billing statements for charges (including erroneous charges), fines, and/or unapplied fee remissions.

The Office of the Registrar will notify students late in the fall semester of their spring semester registration date, and then late in the spring semester of the following fall’s registration date. There are two phases of enrollment, followed by an adjustment period. Phase I has a 12 unit cap and phase II has a 20.5 unit cap (both caps include waitlisted units).

Language requirements

Students should attempt to complete one foreign language requirement by the end of the first year. Students, especially those in fields with multiple language requirements, should seek faculty guidance early in the year to map out a plan for completing all of their language requirements. Students should be aware that it is not uncommon for them to misjudge the time needed to complete a language requirement.

Some fields allow students to fulfill a language requirement by passing a translation examination (for more information, please see “Departmental examinations” [p. 9]). The GSAO coordinates a translation examination once per semester, usually in November and in April. Copies of previous translation examinations are available on bCourses.

Selection of fields

First year students, in consultation with their advisors, should be giving serious thought to deciding their fields of study, which should ideally be settled by or shortly after the third semester examination. Once selected, the fields must be formally approved by the Director of Graduate Studies. The Approval of Fields form is available on the History Department website.

Yearly progress evaluation

Pre-orals students are required to complete the Department's "Review of Progress" form, which the GSAO will email to students in late fall and will be due early in the spring semester. For more information, please see "Progress review" [p. 8].

Application for continued funding

First year students receiving a departmental or University funding package (i.e., all students) must submit a GSI/Reader application to remain eligible for the fellowship. The application is made available online in early spring. The Department has a very limited number of summer GSIs and Readerships for which students may apply using the same application. Students with more than two incompletes on their transcripts are not eligible to hold GSI appointments.

Applications for external grants

Students are advised to routinely seek outside funding for summer research, summer language study, academic year language study (e.g., FLAS), academic year research, participation at conferences, and other professional activities. First year students should consult with faculty in their field and peers in more advanced cohorts for information about opportunities to which our students regularly avail themselves.

Summer planning

Students who entered the program prior to 2016 are guaranteed at least one summer of funding from the Department. Students who entered the program in 2016 and later are guaranteed three summers of funding, as outlined in their fellowship contracts. The Department hopes to have additional funds available for summer grants for students in the pre-2016 cohorts; if it does, further information and an application will be available in late spring. Please see "Summer support" [p. 58] for more information.

Reclassification as a California resident

Out-of-state students (including permanent residents but not including international students) are expected to reclassify as California residents for tuition purposes for the next academic year. Successfully reclassifying will waive a student from being assessed NRST. Out-of-state students who do not reclassify to California residency (e.g., due to failure to submit the paperwork on time or for failure to maintain residency during the preceding year) are responsible for paying NRST out of pocket. For more information on residency, please see registrar.berkeley.edu/residency.html.

Career development

Students should consult with their faculty advisor(s) as well as the Career Development Officer and Coordinator regarding opportunities for professional development.

Year 2 (all fields)

Coursework

Students must enroll in a minimum of twelve units each semester (unless on approved withdrawal status). First-time GSIs might consider enrolling in two seminars or one seminar and one language instead of three seminars; the remaining units could be in the form of departmental filler courses, independent reading courses (History 299), or any course they feel is appropriate to successfully advance them through the program.

History 375

Students who did not take History 375 in their first year must take it this year (before or concurrently with their first GSI assignment).

Teaching conference for first-time GSIs

Students who did not participate in the teaching conference for first-time GSIs early must plan to participate in the fall. The conference is held Thursday and Friday before the first week of instruction. Failure to attend the conference will jeopardize current and future GSI and/or Reader appointments.

Third semester examination

Please see "Departmental examinations" [p. 9]. Second year students are expected to sit for the third semester examination during the fall semester's Reading/Review/Recitation period. The GSAO and Director of Graduate Studies will contact students

to schedule the exact date and time of the examination. Students who have not met the minimum course requirements for the examination may be able to postpone it to the spring semester with the approval of the Director of Graduate Studies.

Advancing to master’s candidacy

Please see “Master’s requirements at a glance” [p. 7]. Students wishing and eligible to receive the master’s degree (it is not conferred automatically) must submit the departmental advancement form before the end of the fifth week of the semester in which all requirements will be completed.

Approval of fields

Please see “Fields of study” [p. 12]. Students typically declare their fields of study at the beginning of the second year in the program. Any student having difficulty deciding on their fields should consult with their faculty advisor(s) and the Director of Graduate Studies.

Preparing for the doctoral qualifying examination

Please see “Doctoral oral qualifying examination” [p. 9]. Students in six year fields in particular should begin thinking about the composition of their doctoral qualifying examination committees and contacting proposed members about their willingness and availability to participate.

Language requirements

Please see “Departmental examinations” [p. 9], the specific field guides, and Appendix C. If applicable, students should sign up for the departmental translation language examination coordinated by the GSAO and held once each semester.

Yearly progress evaluation

Pre-orals students are required to complete the Department’s “Review of Progress” form, which the GSAO will email to students in late fall and will be due early in the spring semester. For more information, please see “Progress review” [p. 8].

Registration

Students register in late fall for the spring and in late spring for the following fall. Students must be registered for the required twelve units by the end of the third week of instruction in order to meet the University’s census deadline.

Application for continued funding

All students must submit a GSI/Reader application to remain eligible for the fellowship. The application is made available online in early spring. The Department has a very limited number of summer GSIs and Readerships for which students may apply using the same application.

Career development

Students should consult with their faculty advisor(s) as well as the Career Development Officer and Coordinator regarding opportunities for professional development.

Summer planning

Students who entered the program prior to 2016 are guaranteed at least one summer of funding from the Department. Students who entered the program in 2016 and later are guaranteed three summers of funding, as outlined in their fellowship contracts. The Department hopes to have additional funds available for summer grants for students in the pre-2016 cohorts; if it does, further information and an application will be available in late spring. Please see “Summer support” [p. 58] for more information.

Year 3 (six year fields only)

Coursework

Students must enroll in a minimum of twelve units each semester (unless on approved withdrawal status). Students should ensure that they are slated to successfully complete all coursework requirements before or during the semester in which they sit for the doctoral qualifying examination. Students with incompletes must submit all work necessary to remove said incompletes before sitting for the examination.

Language requirements

Please see “Departmental examinations” [p. 9], the specific field guides, and Appendix C. Students must meet all language requirements before sitting for the doctoral qualifying examination.

Registration

Students register in late fall for the spring and in late spring for the following fall. In the spring (and each term thereafter), students usually register for twelve units of History 296 (dissertation writing), but are welcome to enroll into any other courses of their choosing. Students must be registered for the required twelve units by the end of the third week of instruction in order to meet the University's census deadline.

In absentia

Students who are advanced to doctoral candidacy and undertaking dissertation research outside of the immediate counties of the Bay Area for an entire semester should apply for *in absentia* status. Please see “*In absentia* status” [p. 11] for more information.

Approval of fields

Please see “Fields of study” [p. 12]. Students must declare their fields for approval by the Director of Graduate Studies no later than the end of the fall semester.

Yearly progress evaluation

Pre-orphals students are required to complete the Department's “Review of Progress” form, which the GSAO will email to students in late fall and will be due early in the spring semester. For more information, please see “Progress review” [p. 8].

Doctoral qualifying examination

Please see “Doctoral oral qualifying examination” [p. 9]. Students will sit for the doctoral qualifying examination no later than the spring semester. The application for the qualifying examination must be submitted via [CalCentral](#) no later than one month in advance of the proposed examination date (the earlier the better, as arriving at a date and time for all members to convene often requires several rounds of attempts at scheduling). Note: students who do not advance to doctoral candidacy by the prescribed time for their field (i.e., 30 June of the spring semester) will not be eligible for a full year of the departmental research year grant, unless they have received an official extension of normative time from the Graduate Division (usually limited to childbirth or medical issues).

Application for continued funding

Students who wish to remain eligible for the departmental research year grant must apply for external research year grants, whose deadlines are usually in the fall prior to the research year. The application for the departmental fellowship will be available in late spring. (Note: six year field students with University multi-year fellowships are not eligible for the departmental research year grant.) Please see “History Department Research Year Grant” [p. 58] for more information. Students who will not be eligible for *in absentia* during their research year are responsible for paying their tuition. To offset these fees, students should apply for History readerships and readerships in other departments across campus (in order to have the majority of their tuition and fees covered by remission).

Career development

Students should consult with their faculty advisor(s) as well as the Career Development Officer and Coordinator regarding opportunities for professional development.

Summer planning

Students who entered the program prior to 2016 are guaranteed at least one summer of funding from the Department. Students who entered the program in 2016 and later are guaranteed three summers of funding, as outlined in their fellowship contracts. The Department hopes to have additional funds available for summer grants for students in the pre-2016 cohorts; if it does, further information and an application will be available in late spring. Please see “Summer support” [p. 58] for more information.

Year 3 (seven year fields only)

Coursework

Students must enroll in a minimum of twelve units each semester (unless on approved withdrawal status).

Language requirements

Please see “Departmental examinations” [p. 9], the specific field guides, and Appendix C. If applicable, students should sign up for the departmental language examination coordinated by the GSAO and held once each semester.

Preparing for the doctoral qualifying examination

Please see “Doctoral oral qualifying examination” [p. 9]. Students should begin thinking about the composition of their doctoral qualifying examination committees and contacting proposed members about their willingness and availability to

participate.

Yearly progress evaluation

Pre-oral students are required to complete the Department's "Review of Progress" form, which the GSAO will email to students in late fall and will be due early in the spring semester. For more information, please see "Progress review" [p. 8].

Registration

Students register in late fall for the spring and in late spring for the following fall. Students must be registered for the required twelve units by the end of the third week of instruction in order to meet the University's census deadline.

Application for continued funding

All students must submit a GSI/Reader application to remain eligible for the fellowship. The application is made available online in early spring. The Department has a very limited number of summer GSIs and Readerships for which students may apply using the same application.

Career development

Students should consult with their faculty advisor(s) as well as the Career Development Officer and Coordinator regarding opportunities for professional development.

Summer planning

Students who entered the program prior to 2016 are guaranteed at least one summer of funding from the Department. Students who entered the program in 2016 and later are guaranteed three summers of funding, as outlined in their fellowship contracts. The Department hopes to have additional funds available for summer grants for students in the pre-2016 cohorts; if it does, further information and an application will be available in late spring. Please see "Summer support" [p. 58] for more information.

Year 4 (seven year fields only)

Coursework

Students must enroll in a minimum of twelve units each semester (unless on approved withdrawal status). Students should ensure that they are slated to successfully complete all coursework requirements before or during the semester in which they sit for the doctoral qualifying examination. Students with incompletes must submit all work necessary to remove said incompletes before sitting for the examination.

Language requirements

Please see "Departmental examinations" [p. 9], the specific field guides, and Appendix C. Students must meet all language requirements before sitting for the doctoral qualifying examination.

Registration

Students register in late fall for the spring and in late spring for the following fall. In the spring (and each term thereafter), students usually register for twelve units of History 296 (dissertation writing), but are welcome to enroll into any other courses of their choosing. Students must be registered for the required twelve units by the end of the third week of instruction in order to meet the University's census deadline.

In absentia

Students who are advanced to doctoral candidacy and undertaking dissertation research outside of the immediate counties of the Bay Area for an entire semester should apply for *in absentia* status. Please see "*In absentia* status" [p. 11] for more information.

Approval of fields

Please see "Fields of study" [p. 12]. Students must declare their fields for approval by the Director of Graduate Studies no later than the end of the fall semester.

Yearly progress evaluation

Pre-oral students are required to complete the Department's "Review of Progress" form, which the GSAO will email to students in late fall and will be due early in the spring semester. For more information, please see "Progress review" [p. 8].

Doctoral qualifying examination

Please see "Doctoral oral qualifying examination" [p. 9]. Students will sit for the doctoral qualifying examination no later than

the spring semester. The application for the qualifying examination must be submitted via [CalCentral](#) no later than one month in advance of the proposed examination date (the earlier the better, as arriving at a date and time for all members to convene often requires several rounds of attempts at scheduling). Note: students who do not advance to doctoral candidacy by the prescribed time for their field (i.e., 30 June of the spring semester) will not be eligible for a full year of the departmental research year grant, unless they have received an official extension of normative time from the Graduate Division (usually limited to childbirth or medical issues).

Application for continued funding

Students who wish to remain eligible for the departmental research year grant must apply for external research year grants, whose deadlines are usually in the fall prior to the research year. The application for the departmental fellowship will be available in late spring. Please see “History Department Research Year Grant” [p. 58] for more information. Students who will not be eligible for *in absentia* during their research year are responsible for paying their tuition. To offset these fees, students should apply for History readerships and readerships in other departments across campus (in order to have the majority of their tuition and fees covered by remission).

Career development

Students should consult with their faculty advisor(s) as well as the Career Development Officer and Coordinator regarding opportunities for professional development.

Summer planning

Students who entered the program prior to 2016 are guaranteed at least one summer of funding from the Department. Students who entered the program in 2016 and later are guaranteed three summers of funding, as outlined in their fellowship contracts. The Department hopes to have additional funds available for summer grants for students in the pre-2016 cohorts; if it does, further information and an application will be available in late spring. Please see “Summer support” [p. 58] for more information.

Research Year: Year 4 (six year fields) or Year 5 (seven year fields)

Registration

Students must enroll in a minimum of twelve units each semester (unless on approved withdrawal status). Students advanced to doctoral candidacy usually register for twelve units of History 296 (dissertation writing) each term until graduation, but are welcome to enroll into any other courses of their choosing. Students must be registered for the required twelve units by the end of the third week of instruction in order to meet the University’s census deadline.

Yearly progress evaluation

Students advanced to doctoral candidacy are required to complete the Graduate Council’s “Doctoral Completion Review” (DCR), available online. For more information, please see “Progress review” [p. 8].

Application for continued funding

Six year field students must submit a GSI/Reader application to remain eligible for employment consideration. The application is made available online in early spring (the GSAO will email an announcement) and students will be notified of their intended assignments by the end of April. The Department has a very limited number of summer GSIs and Readerships for which students may apply using the same application.

Seven year field students may also apply for GSI/Readerships but should be aware that they will not have priority for assignments as they are no longer under departmental obligation. For this reason, apply widely to other departments as well.

Career development

Students should consult with their faculty advisor(s) as well as the Career Development Officer and Coordinator regarding opportunities for professional development.

Year 5 (six year fields), Year 6 (seven year fields), and beyond (all fields)

Registration

Students must enroll in a minimum of twelve units each semester (unless on approved withdrawal status). Students advanced to doctoral candidacy usually register for twelve units of History 296 (dissertation writing) each term until graduation, but are welcome to enroll into any other courses of their choosing. Students wishing to enroll in non-filler credits on a S/U basis should note that no more than one-third of their non-filler course units (from all stages in the doctoral program) may be taken

S/U. Students must be registered for the required twelve units by the end of the third week of instruction in order to meet the University's census deadline.

Yearly progress evaluation

Students advanced to doctoral candidacy are required to complete the Graduate Council's "Doctoral Completion Review" (DCR), available online. For more information, please see "Progress review" [p. 8].

Application for teaching appointments

Students may still apply for GSI/Readerships but should be aware that they will not have priority for assignments as they are no longer under departmental obligation. For this reason, apply widely to other departments as well.

Where possible, the Director of Graduate Studies will assign students to History R1Bs, 101s, and 103s so they may develop their own syllabi and teach their own classes. Students should be aware, however, that they will not have priority for appointments since they are no longer under department obligation. The application is made available online in early spring (the GSAO will email an announcement) and students will be notified of their intended assignments by the end of spring. The Department has a very limited number of summer GSIs and Readerships for which students may apply using the same application.

Application for Berkeley Connect fellowships

Unfortunately Berkeley Connect is potentially sunseting after this academic year, but if the program continues, applications for Berkeley Connect fellowships will be made available online in spring (the GSAO will email an announcement). Applications are reviewed by the Berkeley Connect in History Director in consultation with the Director of Graduate Studies and fellows are announced in late spring. For more information on the Berkeley Connect program, please see berkeleyconnect.berkeley.edu and history.berkeley.edu/undergraduate/berkeley-connect-history.

Application for external funding

Students should apply for external write-up fellowships.

Application for the Doctoral Completion Fellowship (DCF)

Students should anticipate accepting the Doctoral Completion Fellowship (DCF) in their penultimate or final year in the program.

Dissertation writing group

Students should form and/or participate in dissertation writing groups when they return from their research year. New groups are strongly encouraged to invite faculty to participate as well as graduate student peers.

Chapter-plus colloquia

Students sometimes discover that their project and their thinking on the historical issues at the heart of it are not the same after returning from research. These students should talk to their advisor(s) about holding a "chapter-plus colloquium:" an opportunity to present and discuss a first draft chapter plus a revised outline of the dissertation. Students usually invite their committees and select fellow students to attend. Materials are circulated in advance and the colloquium is devoted to discussion of the chapter, the revised outline, and possible strategies for moving forward.

Career development

Students should consult with their faculty advisor(s) as well as the Career Development Officer and Coordinator regarding opportunities for professional development.

Final year (all fields)

Registration

Students must enroll in a minimum of twelve units each semester (unless on approved withdrawal status). Students advanced to doctoral candidacy usually register for twelve units of History 296 (dissertation writing) each term until graduation, but are welcome to enroll into any other courses of their choosing. Students wishing to enroll in non-filler credits on a S/U basis should note that no more than one-third of their non-filler course units (from all stages in the doctoral program) may be taken S/U. Students must be registered for the required twelve units by the end of the third week of instruction in order to meet the University's census deadline.

Yearly progress evaluation

Students advanced to doctoral candidacy are required to complete the Graduate Council's "Doctoral Completion Review" (DCR), available online. For more information, please see "Progress review" [p. 8].

Dissertation writing group

Students should form and/or participate in dissertation writing groups when they return from their research year. New groups are strongly encouraged to invite faculty to participate as well as graduate student peers.

Applications for jobs and/or post-doctoral fellowships

Whether students elect to go on the academic job market or pursue an alternative academic or non-academic career, they should be seriously preparing their portfolios. Please see “Career development and diversity” [p. 53] for more information.

Applications for lectureships

Students are encouraged to submit their applications to the departmental lecturer pool. For more information, please see history.berkeley.edu/content/job-searches. Students should also investigate lecturer opportunities with other campus departments.

Preparing the dissertation

Graduate Division’s instructions on preparing and submitting a dissertation can be found online at grad.berkeley.edu/academic-progress/dissertation/#formatting-your-manuscript. Each committee member’s signature is required on a single signature page. Scanned original signatures are acceptable, but electronic signatures are not. All dissertations are submitted digitally, which enables dissertations to be freely available via the Library’s website as soon as is feasible. Students may request a longer withholding period on their dissertation release form. Requests for an embargo will be reviewed by the Dean of the Graduate Division. Students are strongly advised to discuss with their chair(s) the value of withholding access for five years to protect their research, particularly in archival sources, until it can be published in monograph form.

Filing the dissertation

Students must be in candidacy to be eligible to file their dissertations. Students whose candidacies have lapsed must have them reinstated by the Dean of the Graduate Division. For more information, please see grad.berkeley.edu/policy/degrees-policy/#f37-lapsing-reinstatement-and-termination-of-candidacy.

Students must also be registered or on approved filing fee status to be eligible to file their dissertations. Students registered for the spring but who miss the spring filing deadline can file in the summer without incurring additional fees, unless they were previously on filing fee status, in which case they must register for three graduate-level Summer Sessions units. Before filing, international students (including those who plan to apply for Optional Practical Training (OPT) status) should consult with a Berkeley International Office advisor regarding visa and registration requirements. Students needing units/registration for visa purposes should consult with the GSAO for more information.

Summer filing is available to any student who registers for three graduate-level Summer Sessions units. Non-resident supplemental tuition (NRST) is not assessed during summer. For international students, students who have not maintained California residency, and reinstated students, summer filing is likely the most economical option, if they have already used up their filing fee semester.

Students must file their dissertation on or before the last day of the semester to receive the degree in that term.

AFRICA

Normative time to degree

Normative time to degree in the Africa field is seven years. Students spend four years in coursework and completing language requirements, one year engaged in dissertation research, and two years writing their dissertations. Students will be examined in the first field during their third semester and will take their doctoral qualifying examination in their eighth semester.

Second, third, and outside fields

In addition to the first field, students are required to select a second and a third field in History and an outside field in a discipline other than History. Students are expected to familiarize themselves with the literature and methodologies of the outside field and attain detailed knowledge of one or more of its specialized areas.

A student's four fields must be approved by the Director of Graduate Studies. To ensure that course and language requirements are met by the time of the doctoral qualifying examination, final approval is normally sought before or shortly after the third semester examination and must be done no later than the semester before sitting for the examination (i.e., the seventh semester).

Requirements for the master's

Please see "Master's requirements at a glance" [p. 7] for detailed information on the master's degree.

Course requirements for the PhD

Note: all coursework used to satisfy program requirements must be taken for a letter grade unless it is a History course that is only offered on a S/U basis.

First field

Sixteen units: two graduate seminars in any combination of 275s and 280s (both seminars must be completed by the end of the first year) and two 285s (one should be completed by the end of the first year, if possible).

Second and third fields

Eight units: two graduate seminars in any combination of 275s, 280s, and 285s.

Fourth/outside field

Three to four units: one graded course in a field and department other than History.

Historical Method, Theory, and Practice

History 283. Students are strongly encouraged to take this course in either their first or second year.

Pedagogy

History 375. A pedagogy course is required of all first-time Graduate Student Instructors (GSIs) prior to or concurrently with their first semester of teaching. Students are strongly encouraged to take History 375 (offered in the fall semester only), but may take another department's 375 with prior approval of the Director of Graduate Studies.

Language requirements for the PhD

1. A language related to the student's research

Selected in consultation with the faculty in the field. An examination in the language must be passed.

2. French

Fulfilled through options outlined in Appendix C.

Students are advised to satisfy language requirements as early as possible and attempt to satisfy at least one language requirement by the end of their first year. It is not uncommon for students to misjudge the time needed to fulfill their language requirements; students should consult with their faculty advisor(s) and devise a timetable for completing said requirements.

Third semester examination

Please see "Departmental examinations" [p. 9]. Students will take an oral examination during their third semester (fall of their second year). Students who have not met the minimum coursework requirements for sitting for the examination (normally due to faculty sabbaticals) may petition the GAC to postpone their examination for one semester.

Doctoral qualifying examination

Please see "Departmental examinations" [p. 9]. Students will typically sit for the examination in the eighth semester (spring of their fourth year).

Advancing to doctoral candidacy

Please see Appendix B. Students who successfully pass the qualifying examination will make preparations to advance to doctoral candidacy by 30 June of their fourth year. (Note: students advancing after this date will be ineligible to apply for a full year of the departmental research year grant.) The GAC and the Graduate Division must approve the student's dissertation committee (minimally, two History faculty and one non-History faculty). The dissertation committee must approve the student's prospectus in order for the student to advance. A copy of the approved prospectus must be submitted to the GSAO for inclusion in the student's file.

Dissertation research funding

Please see "Financial support" [p. 56].

External funding

Students typically apply for dissertation research grants during their seventh semester (fall of their fourth year). (Note: in order to be considered for the departmental research year grant, students must first apply for outside funding.) It is crucial to keep abreast of application opportunities and deadlines for both University and external grants.

Department funding

Students who advance to doctoral candidacy within the prescribed time and who apply for external grants are eligible to apply for the Department's dissertation research year grant. Please refer to your individual fellowship contract and the dissertation research year grant application for more information.

Dissertation writing support

Students returning from research are advised to participate in dissertation writing groups.

Dissertation write-up funding

Please see "Financial support" [p. 56].

Preparing and filing the dissertation

Please see "Preparing the dissertation" and "Filing the dissertation" [p. 22].

Career development

Please see "Career development and diversity" [p. 53]. Students are encouraged to participate in professional development throughout their time in the program. Please contact the career development coordinator for information on upcoming opportunities.

Faculty in the field

Bruce Hall

Tabitha Kanogo

ANCIENT

Normative time to degree

Normative time to degree in the Ancient Greece and Rome field is seven years. Students spend four years in coursework and completing language requirements, one year engaged in dissertation research, and two years writing their dissertations. Students will be examined in the first field during their third semester and will take their doctoral qualifying examination in their eighth semester.

Second, third, and outside fields

In addition to the first field, students are required to select a second and a third field in History and an outside field in a discipline other than History. Students are expected to familiarize themselves with the literature and methodologies of the outside field and attain detailed knowledge of one or more of its specialized areas.

A student's four fields must be approved by the Director of Graduate Studies. To ensure that course and language requirements are met by the time of the doctoral qualifying examination, final approval is normally sought before or shortly after the third semester examination and must be done no later than the semester before sitting for the examination (i.e., the seventh semester).

Requirements for the master's

Please see "Master's requirements at a glance" [p. 7] for detailed information on the master's degree.

Course requirements for the PhD

Note: all coursework used to satisfy program requirements must be taken for a letter grade unless it is a History course that is only offered on a S/U basis.

First field

Sixteen units: two graduate seminars in any combination of 275s and 280s (both seminars must be completed by the end of the first year) and two 285s (one should be completed by the end of the first year, if possible). History 281, when taught by Prof. Mavroudi, can be petitioned to be accepted as equivalent to a 285.

Second and third fields

Eight units: two graduate seminars in any combination of 275s, 280s, and 285s.

Fourth/outside field

Three to four units: one graded course in a field and department other than History.

Historical Method, Theory, and Practice

History 283. Students are strongly encouraged to take this course in either their first or second year.

Pedagogy

History 375. A pedagogy course is required of all first-time Graduate Student Instructors (GSIs) prior to or concurrently with their first semester of teaching. Students are strongly encouraged to take History 375 (offered in the fall semester only), but may take another department's 375 with prior approval of the Director of Graduate Studies.

Language requirements for the PhD

1. Latin

Students must pass an advanced examination, administered by the faculty in the field. A reading list in preparation for the examination can be adjusted to the needs of individual candidates, who should consult with the faculty to draw up such a list. The examination is three hours in length and use of a dictionary is not permitted.

2. Ancient Greek

Students must pass an advanced examination, administered by the faculty in the field. A reading list in preparation for the examination can be adjusted to the needs of individual candidates, who should consult with the faculty to draw up such a list. The examination is three hours in length and use of a dictionary is not permitted.

3. German

Fulfilled through options outlined in Appendix C.

4. French

Fulfilled through options outlined in Appendix C. Subject to approval of the faculty in the field, candidates with a strong interest in Roman studies may substitute Italian for French.

Students are advised to satisfy language requirements as early as possible and attempt to satisfy at least one language requirement by the end of their first year. It is not uncommon for students to misjudge the time needed to fulfill their language requirements; students should consult with their faculty advisor(s) and devise a timetable for completing said requirements.

Third semester examination

Please see “Departmental examinations” [p. 9]. Students will take a written examination during their third semester (fall of their second year). Students who have not met the minimum coursework requirements for sitting for the examination (normally due to faculty sabbaticals) may petition the GAC to postpone their examination for one semester.

Doctoral qualifying examination

Please see “Departmental examinations” [p. 9]. Students will typically sit for the examination in the eighth semester (spring of their fourth year).

Advancing to doctoral candidacy

Please see Appendix B. Students who successfully pass the qualifying examination will make preparations to advance to doctoral candidacy by 30 June of their fourth year. (Note: students advancing after this date will be ineligible to apply for a full year of the departmental research year grant.) The GAC and the Graduate Division must approve the student’s dissertation committee (minimally, two History faculty and one non-History faculty). The dissertation committee must approve the student’s prospectus in order for the student to advance. A copy of the approved prospectus must be submitted to the GSAO for inclusion in the student’s file.

Dissertation research funding (Year 5 funding)

Please see “Financial support” [p. 56].

External funding

Students typically apply for dissertation research grants during their seventh semester (fall of their fourth year). (Note: in order to be considered for the departmental research year grant, students must first apply for outside funding.) It is crucial to keep abreast of application opportunities and deadlines for both University and external grants.

Department funding

Students who advance to doctoral candidacy within the prescribed time and who apply for external grants are eligible to apply for the Department’s dissertation research year grant. Please refer to your individual fellowship contract and the dissertation research year grant application for more information.

Dissertation writing support

Students returning from research are advised to participate in dissertation writing groups.

Dissertation write-up funding

Please see “Financial support” [p. 56].

Preparing and filing the dissertation

Please see “Preparing the dissertation” and “Filing the dissertation” [p. 22].

Career development

Please see “Career development and diversity” [p. 53]. Students are encouraged to participate in professional development throughout their time in the program. Please contact the career development coordinator for information on upcoming opportunities.

Faculty in the field

Susanna Elm

Emily Mackil

Carlos F. Noreña

BYZANTINE

Normative time to degree

Normative time to degree in the Byzantine field is seven years. Students spend four years in coursework and completing language requirements, one year engaged in dissertation research, and two years writing their dissertations. Students will be examined in the first field during their third semester and will take their doctoral qualifying examination in their eighth semester.

Second, third, and outside fields

In addition to the first field, students are required to select a second and a third field in History and an outside field in a discipline other than History. Students are expected to familiarize themselves with the literature and methodologies of the outside field and attain detailed knowledge of one or more of its specialized areas.

A student's four fields must be approved by the Director of Graduate Studies. To ensure that course and language requirements are met by the time of the doctoral qualifying examination, final approval is normally sought before or shortly after the third semester examination and must be done no later than the semester before sitting for the examination (i.e., the seventh semester).

Requirements for the master's

Please see "Master's requirements at a glance" [p. 7] for detailed information on the master's degree.

Course requirements for the PhD

Note: all coursework used to satisfy program requirements must be taken for a letter grade unless it is a History course that is only offered on a S/U basis.

First field

Sixteen units: two graduate seminars in any combination of 275s and 280s (both seminars must be completed by the end of the first year) and two 285s (one should be completed by the end of the first year, if possible). History 281, when taught by Prof. Mavroudi, can be petitioned to be accepted as equivalent to a 285.

Second and third fields

Eight units: two graduate seminars in any combination of 275s, 280s, and 285s.

Fourth/outside field

Three to four units: one graded course in a field and department other than History.

Historical Method, Theory, and Practice

History 283. Students are strongly encouraged to take this course in either their first or second year.

Pedagogy

History 375. A pedagogy course is required of all first-time Graduate Student Instructors (GSIs) prior to or concurrently with their first semester of teaching. Students are strongly encouraged to take History 375 (offered in the fall semester only), but may take another department's 375 with prior approval of the Director of Graduate Studies.

Language requirements for the PhD

1. Ancient Greek

Students must pass an examination, administered by the faculty in the field. Students are given three hours to translate one or more passages with the help of a dictionary. Students must complete reading lists in medieval Greek and Latin historical sources.

2. Latin

Students must pass an examination, administered by the faculty in the field. Students are given three hours to translate one or more passages with the help of a dictionary. Students must complete reading lists in Latin and medieval Greek historical sources.

3. German

Students must pass an examination, administered by the faculty in the field. Students are given two hours to translate one or two passages (for a total of approximately 400 words) from a modern scholarly work on Byzantium, without the aid of a dictionary.

4. French or Italian

Students must pass an examination, administered by the faculty in the field. Students are given two hours to translate one

or two passages (for a total of approximately 400 words) from a modern scholarly work on Byzantium, without the aid of a dictionary.

By special arrangement and with the written approval of the faculty in the field, students may substitute German, French, or Italian with Russian or Arabic. Students may be exempt from the modern language requirement under provisions 3, 4, or 6 of Appendix C.

Students are advised to satisfy language requirements as early as possible and attempt to satisfy at least one language requirement by the end of their first year. It is not uncommon for students to misjudge the time needed to fulfill their language requirements; students should consult with their faculty advisor(s) and devise a timetable for completing said requirements.

Third semester examination

Please see “Departmental examinations” [p. 9]. Students will take a written examination during their third semester (fall of their second year). Students who have not met the minimum coursework requirements for sitting for the examination (normally due to faculty sabbaticals) may petition the GAC to postpone their examination for one semester.

Doctoral qualifying examination

Please see “Departmental examinations” [p. 9]. Students will typically sit for the examination in the eighth semester (spring of their fourth year).

Advancing to doctoral candidacy

Please see Appendix B. Students who successfully pass the qualifying examination will make preparations to advance to doctoral candidacy by 30 June of their fourth year. (Note: students advancing after this date will be ineligible to apply for a full year of the departmental research year grant.) The GAC and the Graduate Division must approve the student’s dissertation committee (minimally, two History faculty and one non-History faculty). The dissertation committee must approve the student’s prospectus in order for the student to advance. A copy of the approved prospectus must be submitted to the GSAO for inclusion in the student’s file.

Dissertation research funding (Year 5 funding)

Please see “Financial support” [p. 56].

External funding

Students typically apply for dissertation research grants during their seventh semester (fall of their fourth year). (Note: in order to be considered for the departmental research year grant, students must first apply for outside funding.) It is crucial to keep abreast of application opportunities and deadlines for both University and external grants.

Department funding

Students who advance to doctoral candidacy within the prescribed time and who apply for external grants are eligible to apply for the Department’s dissertation research year grant. Please refer to your individual fellowship contract and the dissertation research year grant application for more information.

Dissertation writing support

Students returning from research are advised to participate in dissertation writing groups.

Dissertation write-up funding

Please see “Financial support” [p. 56].

Preparing and filing the dissertation

Please see “Preparing the dissertation” and “Filing the dissertation” [p. 22].

Career development

Please see “Career development and diversity” [p. 53]. Students are encouraged to participate in professional development throughout their time in the program. Please contact the career development coordinator for information on upcoming opportunities.

Faculty in the field

Diliana Angelova

Maria Mavroudi

EARLY MODERN EUROPE

Normative time to degree

Normative time to degree in the Early Modern Europe field is six years. Students spend three years in coursework and completing language requirements, one year engaged in dissertation research, and two years writing their dissertations. Students will be examined in the first field during their third semester and will take their doctoral qualifying examination in their sixth semester.

Second, third, and outside fields

In addition to the first field, students are required to select a second and a third field in History and an outside field in a discipline other than History. Students are expected to familiarize themselves with the literature and methodologies of the outside field and attain detailed knowledge of one or more of its specialized areas.

A student's four fields must be approved by the Director of Graduate Studies. To ensure that course and language requirements are met by the time of the doctoral qualifying examination, final approval is normally sought before or shortly after the third semester examination and must be done no later than the semester before sitting for the examination (i.e., the fifth semester).

Requirements for the master's

Please see "Master's requirements at a glance" [p. 7] for detailed information on the master's degree.

Course requirements for the PhD

Note: all coursework used to satisfy program requirements must be taken for a letter grade unless it is a History course that is only offered on a S/U basis.

First field

Sixteen units: two graduate seminars in any combination of 275s and 280s (both seminars must be completed by the end of the first year) and two 285s (one should be completed by the end of the first year, if possible).

Second and third fields

Eight units: two graduate seminars in any combination of 275s, 280s, and 285s.

Fourth/outside field

Three to four units: one graded course in a field and department other than History.

Historical Method, Theory, and Practice

History 283. Students are strongly encouraged to take this course in either their first or second year.

Pedagogy

History 375. A pedagogy course is required of all first-time Graduate Student Instructors (GSIs) prior to or concurrently with their first semester of teaching. Students are strongly encouraged to take History 375 (offered in the fall semester only), but may take another department's 375 with prior approval of the Director of Graduate Studies.

Language requirements for the PhD

1. French

Fulfilled through options outlined in Appendix C.

2. German

Fulfilled through options outlined in Appendix C.

In consultation with faculty in the field, students may substitute a second appropriate modern European language for either French or German.

Students are advised to satisfy language requirements as early as possible and attempt to satisfy at least one language requirement by the end of their first year. It is not uncommon for students to misjudge the time needed to fulfill their language requirements; students should consult with their faculty advisor(s) and devise a timetable for completing said requirements.

Third semester examination

Please see "Departmental examinations" [p. 9]. Students will take an oral examination during their third semester (fall of their second year). Students who have not met the minimum coursework requirements for sitting for the examination (normally due to faculty sabbaticals) may petition the GAC to postpone their examination for one semester.

Doctoral qualifying examination

Please see “Departmental examinations” [p. 9]. Students will typically sit for the examination in the sixth semester (spring of their third year).

Advancing to doctoral candidacy

Please see Appendix B. Students who successfully pass the qualifying examination will make preparations to advance to doctoral candidacy by 30 June of their fourth year. (Note: students advancing after this date will be ineligible to apply for a full year of the departmental research year grant.) The GAC and the Graduate Division must approve the student’s dissertation committee (minimally, two History faculty and one non-History faculty). The dissertation committee must approve the student’s prospectus in order for the student to advance. A copy of the approved prospectus must be submitted to the GSAO for inclusion in the student’s file.

Dissertation research funding (Year 4 funding)

Please see “Financial support” [p. 56].

External funding

Students typically apply for dissertation research grants during their fifth semester (fall of their third year). (Note: in order to be considered for the departmental research year grant, students must first apply for outside funding.) It is crucial to keep abreast of application opportunities and deadlines for both University and external grants.

Department funding

With the exception of students awarded a Graduate Division multi-year fellowship at admission, students who advance to doctoral candidacy within the prescribed time and who apply for external grants are eligible to apply for the Department’s dissertation research year grant. Please refer to your individual fellowship contract and the dissertation research year grant application for more information.

Dissertation writing support

Students returning from research are advised to participate in dissertation writing groups.

Dissertation write-up funding

Please see “Financial support” [p. 56].

Preparing and filing the dissertation

Please see “Preparing the dissertation” and “Filing the dissertation” [p. 22].

Career development

Please see “Career development and diversity” [p. 53]. Students are encouraged to participate in professional development throughout their time in the program. Please contact the career development coordinator for information on upcoming opportunities.

Faculty in the field

Thomas James Dandelet

Carla Hesse

Peter Sahlins

Ethan H. Shagan

Jonathan Sheehan

EAST ASIA: CHINA

Normative time to degree

Normative time to degree in the East Asia: China field is seven years. Students spend four years in coursework and completing language requirements, one year engaged in dissertation research, and two years writing their dissertations. Students will be examined in the first field during their third semester and will take their doctoral qualifying examination in their eighth semester.

Second, third, and outside fields

In addition to the first field, students are required to select a second and a third field in History and an outside field in a discipline other than History. Students are expected to familiarize themselves with the literature and methodologies of the outside field and attain detailed knowledge of one or more of its specialized areas.

A student's four fields must be approved by the Director of Graduate Studies. To ensure that course and language requirements are met by the time of the doctoral qualifying examination, final approval is normally sought before or shortly after the third semester examination and must be done no later than the semester before sitting for the examination (i.e., the seventh semester).

Requirements for the master's

Please see "Master's requirements at a glance" [p. 7] for detailed information on the master's degree.

Course requirements for the PhD

Note: all coursework used to satisfy program requirements must be taken for a letter grade unless it is a History course that is only offered on a S/U basis.

First field

Twenty units: two graduate seminars in any combination of 275s and 280s (both seminars must be completed by the end of the first year) and two 285s (one should be completed by the end of the first year, if possible). Additionally, students must take either a reading seminar (275) or survey seminar (280) in Japanese history (students will be examined in Japanese history on the third semester examination).

Second and third fields

Eight units: two graduate seminars in any combination of 275s, 280s, and 285s.

Fourth/outside field

Three to four units: one graded course in a field and department other than History.

Historical Method, Theory, and Practice

History 283. Students are strongly encouraged to take this course in either their first or second year.

Pedagogy

History 375. A pedagogy course is required of all first-time Graduate Student Instructors (GSIs) prior to or concurrently with their first semester of teaching. Students are strongly encouraged to take History 375 (offered in the fall semester only), but may take another department's 375 with prior approval of the Director of Graduate Studies.

Language requirements for the PhD

1. Modern Chinese

Fulfilled through options outlined in Appendix C.

2. Classical Chinese

Students are required to take at least one semester of History 280G in Chinese language sources and earn at least a B grade.

3. Modern scholarly Japanese

Students must complete first year Japanese (Japanese 1A and 1B) and second year Japanese (Japanese 10A and 10B) with at least a B grade, plus either 1) the one-semester course Japanese for Sinologists (Japanese 100S) with at least a B grade or 2) completion of third year Japanese (Japanese 100A and 100B) with at least a B grade, plus pass (with a score of at least six) the placement examination that will be administered by the Department of EALC (not History) so that adequate reading knowledge is assured.

4. A European language (French, German, or Russian)

Fulfilled through options outlined in Appendix C.

Students are advised to satisfy language requirements as early as possible and attempt to satisfy at least one language requirement by the end of their first year. It is not uncommon for students to misjudge the time needed to fulfill their language requirements; students should consult with their faculty advisor(s) and devise a timetable for completing said requirements.

Third semester examination

Please see “Departmental examinations” [p. 9]. Students will take a written examination during their third semester (fall of their second year). Students who have not met the minimum coursework requirements for sitting for the examination (normally due to faculty sabbaticals) may petition the GAC to postpone their examination for one semester. The third semester examination in East Asian history is a three hour, written examination designed to test the candidate’s knowledge of both Chinese and Japanese history. It may consist of up to five sections (depending on course offerings), three of which deal with Chinese history (Early, Middle Period, and Modern) and two with Japanese history (pre-1600 and post-1600). Each section offers a choice of two essay questions, for a total of ten questions posed. (Note: faculty sabbaticals may affect the number of questions posed.) Students must answer two questions total, one each about Chinese and Japanese history. The examination is open book and administered via computer. Questions will be emailed to the students at their campus email address at 9:00am on the scheduled day. Students will email their answers to the GSAO by 5:00pm the same day.

Doctoral qualifying examination

Please see “Departmental examinations” [p. 9]. Students will typically sit for the examination in the eighth semester (spring of their fourth year).

Advancing to doctoral candidacy

Please see Appendix B. Students who successfully pass the qualifying examination will make preparations to advance to doctoral candidacy by 30 June of their fourth year. (Note: students advancing after this date will be ineligible to apply for a full year of the departmental research year grant.) The GAC and the Graduate Division must approve the student’s dissertation committee (minimally, two History faculty and one non-History faculty). The dissertation committee must approve the student’s prospectus in order for the student to advance. A copy of the approved prospectus must be submitted to the GSAO for inclusion in the student’s file.

Dissertation research funding (Year 5 funding)

Please see “Financial support” [p. 56].

External funding

Students typically apply for dissertation research grants during their seventh semester (fall of their fourth year). (Note: in order to be considered for the Department’s dissertation research year grant, students must first apply for outside funding.) It is crucial to keep abreast of application opportunities and deadlines for both University and external grants.

Department funding

Students who advance to doctoral candidacy within the prescribed time and who apply for external grants are eligible to apply for the Department’s dissertation research year grant. Please refer to your individual fellowship contract and the dissertation research year grant application for more information.

Dissertation writing support

Students returning from research are advised to participate in dissertation writing groups.

Dissertation write-up funding

Please see “Financial support” [p. 56].

Preparing and filing the dissertation

Please see “Preparing the dissertation” and “Filing the dissertation” [p. 22].

Career development

Please see “Career development and diversity” [p. 53]. Students are encouraged to participate in professional development throughout their time in the program. Please contact the career development coordinator for information on upcoming opportunities.

Faculty in the field

Michael Nylan

Nicolas Tackett

Wen-hsin Yeh

EAST ASIA: JAPAN

Normative time to degree

Normative time to degree in the East Asia: Japan field is seven years. Students spend four years in coursework and completing language requirements, one year engaged in dissertation research, and two years writing their dissertations. Students will be examined in the first field during their third semester and will take their doctoral qualifying examination in their eighth semester.

Second, third, and outside fields

In addition to the first field, students are required to select a second and a third field in History and an outside field in a discipline other than History. Students are expected to familiarize themselves with the literature and methodologies of the outside field and attain detailed knowledge of one or more of its specialized areas.

A student's four fields must be approved by the Director of Graduate Studies. To ensure that course and language requirements are met by the time of the doctoral qualifying examination, final approval is normally sought before or shortly after the third semester examination and must be done no later than the semester before sitting for the examination (i.e., the seventh semester).

Requirements for the master's

Please see "Master's requirements at a glance" [p. 7] for detailed information on the master's degree.

Course requirements for the PhD

Note: all coursework used to satisfy program requirements must be taken for a letter grade unless it is a History course that is only offered on a S/U basis.

First field

Twenty units: two graduate seminars in any combination of 275s and 280s (both seminars must be completed by the end of the first year) and two 285s (one should be completed by the end of the first year, if possible). Additionally, students must take either a reading seminar (275) or survey seminar (280) in Chinese history (students will be examined in Chinese history on the third semester examination).

Second and third fields

Eight units: two graduate seminars in any combination of 275s, 280s, and 285s.

Fourth/outside field

Three to four units: one graded course in a field and department other than History.

Historical Method, Theory, and Practice

History 283. Students are strongly encouraged to take this course in either their first or second year.

Pedagogy

History 375. A pedagogy course is required of all first-time Graduate Student Instructors (GSIs) prior to or concurrently with their first semester of teaching. Students are strongly encouraged to take History 375 (offered in the fall semester only), but may take another department's 375 with prior approval of the Director of Graduate Studies.

Language requirements for the PhD

1. Japanese

Advanced reading knowledge of modern Japanese required. Fulfilled through options outlined in Appendix C (except for option 3).

2. Classical Japanese

Required for research in pre-modern sources. Students should consult with faculty in the field. Fulfilled through options outlined in Appendix C (except for option 3).

3. A European language (or other language to be determined in consultation with faculty in the field)

Fulfilled through options outlined in Appendix C.

Students are advised to satisfy language requirements as early as possible and attempt to satisfy at least one language requirement by the end of their first year. It is not uncommon for students to misjudge the time needed to fulfill their language requirements; students should consult with their faculty advisor(s) and devise a timetable for completing said requirements.

Third semester examination

Please see “Departmental examinations” [p. 9]. Students will take a written examination during their third semester (fall of their second year). Students who have not met the minimum coursework requirements for sitting for the examination (normally due to faculty sabbaticals) may petition the GAC to postpone their examination for one semester. The third semester examination in East Asian history is a three hour, written examination designed to test the candidate’s knowledge of both Chinese and Japanese history. It may consist of up to five sections (depending on course offerings), three of which deal with Chinese history (Early, Middle Period, and Modern) and two with Japanese history (pre-1600 and post-1600). Each section offers a choice of two essay questions, for a total of ten questions posed. (Note: faculty sabbaticals may affect the number of questions posed.) Students must answer two questions total, one each about Chinese and Japanese history. The examination is open book and administered via computer. Questions will be emailed to the students at their campus email address at 9:00am on the scheduled day. Students will email their answers to the GSAO by 5:00pm the same day.

Doctoral qualifying examination

Please see “Departmental examinations” [p. 9]. Students will typically sit for the examination in the eighth semester (spring of their fourth year).

Advancing to doctoral candidacy

Please see Appendix B. Students who successfully pass the qualifying examination will make preparations to advance to doctoral candidacy by 30 June of their fourth year. (Note: students advancing after this date will be ineligible to apply for a full year of the departmental research year grant.) The GAC and the Graduate Division must approve the student’s dissertation committee (minimally, two History faculty and one non-History faculty). The dissertation committee must approve the student’s prospectus in order for the student to advance. A copy of the approved prospectus must be submitted to the GSAO for inclusion in the student’s file.

Dissertation research funding (Year 5 funding)

Please see “Financial support” [p. 56].

External funding

Students typically apply for dissertation research grants during their seventh semester (fall of their fourth year). (Note: in order to be considered for the Department’s dissertation research year grant, students must first apply for outside funding.) It is crucial to keep abreast of application opportunities and deadlines for both University and external grants.

Department funding

Students who advance to doctoral candidacy within the prescribed time and who apply for external grants are eligible to apply for the Department’s dissertation research year grant. Please refer to your individual fellowship contract and the dissertation research year grant application for more information.

Dissertation writing support

Students returning from research are advised to participate in dissertation writing groups.

Dissertation write-up funding

Please see “Financial support” [p. 56].

Preparing and filing the dissertation

Please see “Preparing the dissertation” and “Filing the dissertation” [p. 22].

Career development

Please see “Career development and diversity” [p. 53]. Students are encouraged to participate in professional development throughout their time in the program. Please contact the career development coordinator for information on upcoming opportunities.

Faculty in the field

Andrew E. Barshay

JEWISH

Normative time to degree

Normative time to degree in the Jewish field is seven years. Students spend four years in coursework and completing language requirements, one year engaged in dissertation research, and two years writing their dissertations. Students will be examined in the first field during their third semester and will take their doctoral qualifying examination in their eighth semester.

Second, third, and outside fields

In addition to the first field, students are required to select a second and a third field in History and an outside field in a discipline other than History. Students are expected to familiarize themselves with the literature and methodologies of the outside field and attain detailed knowledge of one or more of its specialized areas.

A student's four fields must be approved by the Director of Graduate Studies. To ensure that course and language requirements are met by the time of the doctoral qualifying examination, final approval is normally sought before or shortly after the third semester examination and must be done no later than the semester before sitting for the examination (i.e., the seventh semester).

Requirements for the master's

Please see "Master's requirements at a glance" [p. 7] for detailed information on the master's degree.

Course requirements for the PhD

Note: all coursework used to satisfy program requirements must be taken for a letter grade unless it is a History course that is only offered on a S/U basis.

First field

Sixteen units: two graduate seminars in any combination of 275s and 280s (both seminars must be completed by the end of the first year) and two 285s (one should be completed by the end of the first year, if possible).

Second and third fields

Eight units: two graduate seminars in any combination of 275s, 280s, and 285s.

Fourth/outside field

Three to four units: one graded course in a field and department other than History.

Historical Method, Theory, and Practice

History 283. Students are strongly encouraged to take this course in either their first or second year.

Pedagogy

History 375. A pedagogy course is required of all first-time Graduate Student Instructors (GSIs) prior to or concurrently with their first semester of teaching. Students are strongly encouraged to take History 375 (offered in the fall semester only), but may take another department's 375 with prior approval of the Director of Graduate Studies.

Language requirements for the PhD

1. A Jewish language

Students must pass a language translation examination.

2. At least one more foreign language relevant to the student's area of specialization

Language(s) will be determined in consultation with the faculty in the field. Students must pass a language translation examination.

Students are advised to satisfy language requirements as early as possible and attempt to satisfy at least one language requirement by the end of their first year. It is not uncommon for students to misjudge the time needed to fulfill their language requirements; students should consult with their faculty advisor(s) and devise a timetable for completing said requirements.

Third semester examination

Please see "Departmental examinations" [p. 9]. Students will take an oral examination during their third semester (fall of their second year). Students who have not met the minimum coursework requirements for sitting for the examination (normally due to faculty sabbaticals) may petition the GAC to postpone their examination for one semester.

Doctoral qualifying examination

Please see "Departmental examinations" [p. 9]. Students will typically sit for the examination in the eighth semester (spring of their fourth year).

Advancing to doctoral candidacy

Please see Appendix B. Students who successfully pass the qualifying examination will make preparations to advance to doctoral candidacy by 30 June of their fourth year. (Note: students advancing after this date will be ineligible to apply for a full year of the departmental research year grant.) The GAC and the Graduate Division must approve the student's dissertation committee (minimally, two History faculty and one non-History faculty). The dissertation committee must approve the student's prospectus in order for the student to advance. A copy of the approved prospectus must be submitted to the GSAO for inclusion in the student's file.

Dissertation research funding (Year 5 funding)

Please see "Financial support" [p. 56].

External funding

Students typically apply for dissertation research grants during their seventh semester (fall of their fourth year). (Note: in order to be considered for the Department's dissertation research year grant, students must first apply for outside funding.) It is crucial to keep abreast of application opportunities and deadlines for both University and external grants.

Department funding

Students who advance to doctoral candidacy within the prescribed time and who apply for external grants are eligible to apply for the Department's dissertation research year grant. Please refer to your individual fellowship contract and the dissertation research year grant application for more information.

Dissertation writing support

Students returning from research are advised to participate in dissertation writing groups.

Dissertation write-up funding

Please see "Financial support" [p. 56].

Preparing and filing the dissertation

Please see "Preparing the dissertation" and "Filing the dissertation" [p. 22].

Career development

Please see "Career development and diversity" [p. 53]. Students are encouraged to participate in professional development throughout their time in the program. Please contact the career development coordinator for information on upcoming opportunities.

Faculty in the field

John M. Efron

LATE MODERN EUROPE

Normative time to degree

Normative time to degree in the Late Modern Europe field is six years. Students spend three years in coursework and completing language requirements, one year engaged in dissertation research, and two years writing their dissertations. Students will be examined in the first field during their third semester and will take their doctoral qualifying examination in their sixth semester.

Second, third, and outside fields

In addition to the first field, students are required to select a second and a third field in History and an outside field in a discipline other than History. Students are expected to familiarize themselves with the literature and methodologies of the outside field and attain detailed knowledge of one or more of its specialized areas.

A student's four fields must be approved by the Director of Graduate Studies. To ensure that course and language requirements are met by the time of the doctoral qualifying examination, final approval is normally sought before or shortly after the third semester examination and must be done no later than the semester before sitting for the examination (i.e., the fifth semester).

Requirements for the master's

Please see "Master's requirements at a glance" [p. 7] for detailed information on the master's degree.

Course requirements for the PhD

Note: all coursework used to satisfy program requirements must be taken for a letter grade unless it is a History course that is only offered on a S/U basis.

First field

Sixteen units: two graduate seminars in any combination of 275s and 280s (both seminars must be completed by the end of the first year) and two 285s (one should be completed by the end of the first year, if possible).

Second and third fields

Eight units: two graduate seminars in any combination of 275s, 280s, and 285s.

Fourth/outside field

Three to four units: one graded course in a field and department other than History.

Historical Method, Theory, and Practice

History 283. Students are strongly encouraged to take this course in either their first or second year.

Pedagogy

History 375. A pedagogy course is required of all first-time Graduate Student Instructors (GSIs) prior to or concurrently with their first semester of teaching. Students are strongly encouraged to take History 375 (offered in the fall semester only), but may take another department's 375 with prior approval of the Director of Graduate Studies.

Language requirements for the PhD

1. French

Fulfilled through options outlined in Appendix C.

2. German

Fulfilled through options outlined in Appendix C.

In consultation with faculty in the field, students may substitute a second appropriate modern European language for either French or German.

Students are advised to satisfy language requirements as early as possible and attempt to satisfy at least one language requirement by the end of their first year. It is not uncommon for students to misjudge the time needed to fulfill their language requirements; students should consult with their faculty advisor(s) and devise a timetable for completing said requirements.

Third semester examination

Please see "Departmental examinations" [p. 9]. Students will take an oral examination during their third semester (fall of their second year). Students who have not met the minimum coursework requirements for sitting for the examination (normally due to faculty sabbaticals) may petition the GAC to postpone their examination for one semester.

Doctoral qualifying examination

Please see "Departmental examinations" [p. 9]. Students will typically sit for the examination in the sixth semester (spring of

their third year).

Advancing to doctoral candidacy

Please see Appendix B. Students who successfully pass the qualifying examination will make preparations to advance to doctoral candidacy by 30 June of their fourth year. (Note: students advancing after this date will be ineligible to apply for a full year of the departmental research year grant.) The GAC and the Graduate Division must approve the student's dissertation committee (minimally, two History faculty and one non-History faculty). The dissertation committee must approve the student's prospectus in order for the student to advance. A copy of the approved prospectus must be submitted to the GSAO for inclusion in the student's file.

Dissertation research funding (Year 4 funding)

Please see "Financial support" [p. 56].

External funding

Students typically apply for dissertation research grants during their fifth semester (fall of their third year). (Note: in order to be considered for the Department's dissertation research year grant, students must first to apply for outside funding.) It is crucial to keep abreast of application opportunities and deadlines for both University and external grants.

Department funding

With the exception of students awarded a Graduate Division multi-year fellowship at admission, students who advance to doctoral candidacy within the prescribed time and who apply for external grants are eligible to apply for the Department's dissertation research year grant. Please refer to your individual fellowship contract and the dissertation research year grant application for more information.

Dissertation writing support

Students returning from research are advised to participate in dissertation writing groups.

Dissertation write-up funding

Please see "Financial support" [p. 56].

Preparing and filing the dissertation

Please see "Preparing the dissertation" and "Filing the dissertation" [p. 22].

Career development

Please see "Career development and diversity" [p. 53]. Students are encouraged to participate in professional development throughout their time in the program. Please contact the career development coordinator for information on upcoming opportunities.

Faculty in the field

John Connelly

John M. Efron

Victoria Frede

Stefan-Ludwig Hoffmann

Thomas W. Laqueur

Vanessa Ogle

Yuri Slezkine

James Vernon

LATIN AMERICA

Normative time to degree

Normative time to degree in the Latin America field is six years. Students spend three years in coursework and completing language requirements, one year engaged in dissertation research, and two years writing their dissertations. Students will be examined in the first field during their third semester and will take their doctoral qualifying examination in their sixth semester.

Second, third, and outside fields

In addition to the first field, students are required to select a second and a third field in History and an outside field in a discipline other than History. Students are expected to familiarize themselves with the literature and methodologies of the outside field and attain detailed knowledge of one or more of its specialized areas.

A student's four fields must be approved by the Director of Graduate Studies. To ensure that course and language requirements are met by the time of the doctoral qualifying examination, final approval is normally sought before or shortly after the third semester examination and must be done no later than the semester before sitting for the examination (i.e., the fifth semester).

Requirements for the master's

Please see "Master's requirements at a glance" [p. 7] for detailed information on the master's degree.

Course requirements for the PhD

Note: all coursework used to satisfy program requirements must be taken for a letter grade unless it is a History course that is only offered on a S/U basis.

First field

Sixteen units: two graduate seminars in any combination of 275s and 280s (both seminars must be completed by the end of the first year) and two 285s (one should be completed by the end of the first year, if possible).

Second and third fields

Eight units: two graduate seminars in any combination of 275s, 280s, and 285s.

Fourth/outside field

Three to four units: one graded course in a field and department other than History.

Historical Method, Theory, and Practice

History 283. Students are strongly encouraged to take this course in either their first or second year.

Pedagogy

History 375. A pedagogy course is required of all first-time Graduate Student Instructors (GSIs) prior to or concurrently with their first semester of teaching. Students are strongly encouraged to take History 375 (offered in the fall semester only), but may take another department's 375 with prior approval of the Director of Graduate Studies.

Language requirements for the PhD

1. Spanish

Fulfilled through options outlined in Appendix C.

2. Portuguese

Fulfilled through options outlined in Appendix C.

Students are advised to satisfy language requirements as early as possible and attempt to satisfy at least one language requirement by the end of their first year. It is not uncommon for students to misjudge the time needed to fulfill their language requirements; students should consult with their faculty advisor(s) and devise a timetable for completing said requirements.

Third semester examination

Please see "Departmental examinations" [p. 9]. Students will take an oral examination during their third semester (fall of their second year). Students who have not met the minimum coursework requirements for sitting for the examination (normally due to faculty sabbaticals) may petition the GAC to postpone their examination for one semester.

Doctoral qualifying examination

Please see "Departmental examinations" [p. 9]. Students will typically sit for the examination in the sixth semester (spring of their third year).

Advancing to doctoral candidacy

Please see Appendix B. Students who successfully pass the qualifying examination will make preparations to advance to doctoral candidacy by 30 June of their fourth year. (Note: students advancing after this date will be ineligible to apply for a full year of the departmental research year grant.) The GAC and the Graduate Division must approve the student's dissertation committee (minimally, two History faculty and one non-History faculty). The dissertation committee must approve the student's prospectus in order for the student to advance. A copy of the approved prospectus must be submitted to the GSAO for inclusion in the student's file.

Dissertation research funding (Year 4 funding)

Please see "Financial support" [p. 56].

External funding

Students typically apply for dissertation research grants during their fifth semester (fall of their third year). (Note: in order to be considered for the Department's dissertation research year grant, students must first apply for outside funding.) It is crucial to keep abreast of application opportunities and deadlines for both University and external grants.

Department funding

With the exception of students awarded a Graduate Division multi-year fellowship at admission, students who advance to doctoral candidacy within the prescribed time and who apply for external grants are eligible to apply for the Department's dissertation research year grant. Please refer to your individual fellowship contract and the dissertation research year grant application for more information.

Dissertation writing support

Students returning from research are advised to participate in dissertation writing groups.

Dissertation write-up funding

Please see "Financial support" [p. 56].

Preparing and filing the dissertation

Please see "Preparing the dissertation" and "Filing the dissertation" [p. 22].

Career development

Please see "Career development and diversity" [p. 53]. Students are encouraged to participate in professional development throughout their time in the program. Please contact the career development coordinator for information on upcoming opportunities.

Faculty in the field

Margaret Chowning

Brian DeLay

Rebecca Herman

Elena A. Schneider

MEDIEVAL

Normative time to degree

Normative time to degree in the Medieval field is seven years. Students spend four years in coursework and completing language requirements, one year engaged in dissertation research, and two years writing their dissertations. Students will be examined in the first field during their third semester and will take their doctoral qualifying examination in their eighth semester.

Second, third, and outside fields

In addition to the first field, students are required to select a second and a third field in History and an outside field in a discipline other than History. Students are expected to familiarize themselves with the literature and methodologies of the outside field and attain detailed knowledge of one or more of its specialized areas.

A student's four fields must be approved by the Director of Graduate Studies. To ensure that course and language requirements are met by the time of the doctoral qualifying examination, final approval is normally sought before or shortly after the third semester examination and must be done no later than the semester before sitting for the examination (i.e., the seventh semester).

Requirements for the master's

Please see "Master's requirements at a glance" [p. 7] for detailed information on the master's degree.

Course requirements for the PhD

Note: all coursework used to satisfy program requirements must be taken for a letter grade unless it is a History course that is only offered on a S/U basis.

First field

Sixteen units: two graduate seminars in any combination of 275s and 280s (both seminars must be completed by the end of the first year) and two 285s (one should be completed by the end of the first year, if possible).

Second and third fields

Eight units: two graduate seminars in any combination of 275s, 280s, and 285s.

Fourth/outside field

Three to four units: one graded course in a field and department other than History.

Historical Method, Theory, and Practice

History 283. Students are strongly encouraged to take this course in either their first or second year.

Pedagogy

History 375. A pedagogy course is required of all first-time Graduate Student Instructors (GSIs) prior to or concurrently with their first semester of teaching. Students are strongly encouraged to take History 375 (offered in the fall semester only), but may take another department's 375 with prior approval of the Director of Graduate Studies.

Language requirements for the PhD

1. Latin

Students who do not have advanced knowledge of Latin must take one upper-division (100-level) or graduate (200-level) course in Latin, in their first year if possible. (The course may be counted towards the master's requirements.) Students whose Latin is insufficient to begin an upper-division or graduate course should study independently or take courses in elementary and intermediate Latin to qualify for the advanced course.

2. Two other languages, one of which is usually German

Fulfilled through options outlined in Appendix C.

Students are advised to satisfy language requirements as early as possible and attempt to satisfy at least one language requirement by the end of their first year. It is not uncommon for students to misjudge the time needed to fulfill their language requirements; students should consult with their faculty advisor(s) and devise a timetable for completing said requirements.

Third semester examination

Please see "Departmental examinations" [p. 9]. Students will take both written and oral examinations during their third semester (fall of their second year). Students who have not met the minimum coursework requirements for sitting for the examination (normally due to faculty sabbaticals) may petition the GAC to postpone their examination for one semester.

The examination in medieval history consists of two parts: one, three-hour closed book written exam and one, one-hour oral exam (scheduled approximately one to two weeks after the written exam). The examiners normally include the Director of Graduate Studies and two medievalists with whom the student has taken coursework during the first year. Both parts of the examination are considered in determining the final outcome, meaning only one determination/grade will be assigned.

Doctoral qualifying examination

Please see “Departmental examinations” [p. 9]. Students will typically sit for the examination in the eighth semester (spring of their fourth year).

Advancing to doctoral candidacy

Please see Appendix B. Students who successfully pass the qualifying examination will make preparations to advance to doctoral candidacy by 30 June of their fourth year. (Note: students advancing after this date will be ineligible to apply for a full year of the departmental research year grant.) The GAC and the Graduate Division must approve the student’s dissertation committee (minimally, two History faculty and one non-History faculty). The dissertation committee must approve the student’s prospectus in order for the student to advance. A copy of the approved prospectus must be submitted to the GSAO for inclusion in the student’s file.

Dissertation research funding (Year 5 funding)

Please see “Financial support” [p. 56].

External funding

Students typically apply for dissertation research grants during their seventh semester (fall of their fourth year). (Note: in order to be considered for the Department’s dissertation research year grant, students must first apply for outside funding.) It is crucial to keep abreast of application opportunities and deadlines for both University and external grants.

Department funding

Students who advance to doctoral candidacy within the prescribed time and who apply for external grants are eligible to apply for the Department’s dissertation research year grant. Please refer to your individual fellowship contract and the dissertation research year grant application for more information.

Dissertation writing support

Students returning from research are advised to participate in dissertation writing groups.

Dissertation write-up funding

Please see “Financial support” [p. 56].

Preparing and filing the dissertation

Please see “Preparing the dissertation” and “Filing the dissertation” [p. 22].

Career development

Please see “Career development and diversity” [p. 53]. Students are encouraged to participate in professional development throughout their time in the program. Please contact the career development coordinator for information on upcoming opportunities.

Faculty in the field

Geoffrey Koziol

Maureen C. Miller

MIDDLE EAST

Normative time to degree

Normative time to degree in the Middle East field is seven years. Students spend four years in coursework and completing language requirements, one year engaged in dissertation research, and two years writing their dissertations. Students will be examined in the first field during their third semester and will take their doctoral qualifying examination in their eighth semester.

Second, third, and outside fields

In addition to the first field, students are required to select a second and a third field in History and an outside field in a discipline other than History. Students are expected to familiarize themselves with the literature and methodologies of the outside field and attain detailed knowledge of one or more of its specialized areas.

A student's four fields must be approved by the Director of Graduate Studies. To ensure that course and language requirements are met by the time of the doctoral qualifying examination, final approval is normally sought before or shortly after the third semester examination and must be done no later than the semester before sitting for the examination (i.e., the seventh semester).

Requirements for the master's

Please see "Master's requirements at a glance" [p. 7] for detailed information on the master's degree.

Course requirements for the PhD

Note: all coursework used to satisfy program requirements must be taken for a letter grade unless it is a History course that is only offered on a S/U basis.

First field

Sixteen units: two graduate seminars in any combination of 275s and 280s (both seminars must be completed by the end of the first year) and two 285s (one should be completed by the end of the first year, if possible).

Second and third fields

Eight units: two graduate seminars in any combination of 275s, 280s, and 285s.

Fourth/outside field

Three to four units: one graded course in a field and department other than History.

Historical Method, Theory, and Practice

History 283. Students are strongly encouraged to take this course in either their first or second year.

Pedagogy

History 375. A pedagogy course is required of all first-time Graduate Student Instructors (GSIs) prior to or concurrently with their first semester of teaching. Students are strongly encouraged to take History 375 (offered in the fall semester only), but may take another department's 375 with prior approval of the Director of Graduate Studies.

Language requirements for the PhD

1. Arabic, Hebrew, Ottoman or Modern Turkish, or Persian

Language selected in consultation with faculty in the field. Fulfilled through option 1 in Appendix C.

2. A European language

Fulfilled through option 1 outlined in Appendix C.

Students are advised to satisfy language requirements as early as possible and attempt to satisfy at least one language requirement by the end of their first year. It is not uncommon for students to misjudge the time needed to fulfill their language requirements; students should consult with their faculty advisor(s) and devise a timetable for completing said requirements.

Third semester examination

Please see "Departmental examinations" [p. 9]. Students will take a written examination during their third semester (fall of their second year). Students who have not met the minimum coursework requirements for sitting for the examination (normally due to faculty sabbaticals) may petition the GAC to postpone their examination for one semester.

Doctoral qualifying examination

Please see "Departmental examinations" [p. 9]. Students will typically sit for the examination in the eighth semester (spring of their fourth year).

Advancing to doctoral candidacy

Please see Appendix B. Students who successfully pass the qualifying examination will make preparations to advance to doctoral candidacy by 30 June of their fourth year. (Note: students advancing after this date will be ineligible to apply for a full year of the departmental research year grant.) The GAC and the Graduate Division must approve the student's dissertation committee (minimally, two History faculty and one non-History faculty). The dissertation committee must approve the student's prospectus in order for the student to advance. A copy of the approved prospectus must be submitted to the GSAO for inclusion in the student's file.

Dissertation research funding (Year 5 funding)

Please see "Financial support" [p. 56].

External funding

Students typically apply for dissertation research grants during their seventh semester (fall of their fourth year). (Note: in order to be considered for the Department's dissertation research year grant, students must first apply for outside funding.) It is crucial to keep abreast of application opportunities and deadlines for both University and external grants.

Department funding

Students who advance to doctoral candidacy within the prescribed time and who apply for external grants are eligible to apply for the Department's dissertation research year grant. Please refer to your individual fellowship contract and the dissertation research year grant application for more information.

Dissertation writing support

Students returning from research are advised to participate in dissertation writing groups.

Dissertation write-up funding

Please see "Financial support" [p. 56].

Preparing and filing the dissertation

Please see "Preparing the dissertation" and "Filing the dissertation" [p. 22].

Career development

Please see "Career development and diversity" [p. 53]. Students are encouraged to participate in professional development throughout their time in the program. Please contact the career development coordinator for information on upcoming opportunities.

Faculty in the field

Christine Philliou

NORTH AMERICA

Normative time to degree

Normative time to degree in the North America field is six years. Students spend three years in coursework and completing language requirements, one year engaged in dissertation research, and two years writing their dissertations. Students will be examined in the first field during their third semester and will take their doctoral qualifying examination in their sixth semester.

Second, third, and outside fields

In addition to the first field, students are required to select a second and a third field in History and an outside field in a discipline other than History. Students are expected to familiarize themselves with the literature and methodologies of the outside field and attain detailed knowledge of one or more of its specialized areas.

A student's four fields must be approved by the Director of Graduate Studies. To ensure that course and language requirements are met by the time of the doctoral qualifying examination, final approval is normally sought before or shortly after the third semester examination and must be done no later than the semester before sitting for the examination (i.e., the fifth semester).

Requirements for the master's

Please see "Master's requirements at a glance" [p. 7] for detailed information on the master's degree.

Course requirements for the PhD

Note: all coursework used to satisfy program requirements must be taken for a letter grade unless it is a History course that is only offered on a S/U basis.

First field

Sixteen units: two graduate seminars in any combination of 275s and 280s (both seminars must be completed by the end of the first year) and two 285s (one should be completed by the end of the first year, if possible).

Second and third fields

Eight units: two graduate seminars in any combination of 275s, 280s, and 285s.

Fourth/outside field

Three to four units: one graded course in a field and department other than History.

Historical Method, Theory, and Practice

History 283. Students are strongly encouraged to take this course in either their first or second year.

Pedagogy

History 375. A pedagogy course is required of all first-time Graduate Student Instructors (GSIs) prior to or concurrently with their first semester of teaching. Students are strongly encouraged to take History 375 (offered in the fall semester only), but may take another department's 375 with prior approval of the Director of Graduate Studies.

Language requirements for the PhD

1. One foreign language

Fulfilled through options outlined in Appendix C.

Students are advised to satisfy language requirements as early as possible. It is not uncommon for students to misjudge the time needed to fulfill their language requirements; students should consult with their faculty advisor(s) and devise a timetable for completing said requirements.

Third semester examination

Please see "Departmental examinations" [p. 9]. Students will take an oral examination during their third semester (fall of their second year). Students who have not met the minimum coursework requirements for sitting for the examination (normally due to faculty sabbaticals) may petition the GAC to postpone their examination for one semester.

Doctoral qualifying examination

Please see "Departmental examinations" [p. 9]. Students will typically sit for the examination in the sixth semester (spring of their third year).

Advancing to doctoral candidacy

Please see Appendix B. Students who successfully pass the qualifying examination will make preparations to advance to doctoral candidacy by 30 June of their third year. (Note: students advancing after this date will be ineligible to apply for a full

year of the departmental research year grant.) The GAC and the Graduate Division must approve the student's dissertation committee (minimally, two History faculty and one non-History faculty). The dissertation committee must approve the student's prospectus in order for the student to advance. A copy of the approved prospectus must be submitted to the GSAO for inclusion in the student's file.

Dissertation research funding (Year 4 funding)

Please see "Financial support" [p. 56].

External funding

Students typically apply for dissertation research grants during their fifth semester (fall of their third year). (Note: in order to be considered for the departmental research year grant, students must first apply for outside funding.) It is crucial to keep abreast of application opportunities and deadlines for both University and external grants.

Department funding

With the exception of students awarded a Graduate Division multi-year fellowship at admission, students who advance to doctoral candidacy within the prescribed time and who apply for external grants are eligible to apply for the Department's dissertation research year grant. Please refer to your individual fellowship contract and the dissertation research year grant application for more information.

Dissertation writing support

Students returning from research are advised to participate in dissertation writing groups.

Dissertation write-up funding

Please see "Financial support" [p. 56].

Preparing and filing the dissertation

Please see "Preparing the dissertation" and "Filing the dissertation" [p. 22].

Career development

Please see "Career development and diversity" [p. 53]. Students are encouraged to participate in professional development throughout their time in the program. Please contact the career development coordinator for information on upcoming opportunities.

Faculty in the field

Mark Brilliant

Brian DeLay

Sandra Eder

Robin L. Einhorn

David Henkin

Stephanie E. Jones-Rogers

Waldo E. Martin

Rebecca M. McLennan

Mark A. Peterson

Caitlin C. Rosenthal

Daniel Sargent

SCIENCE

Normative time to degree

Normative time to degree in the History of Science field is six years. Students spend three years in coursework and completing language requirements, one year engaged in dissertation research, and two years writing their dissertations. Students will be examined in the first field during their third semester and will take their doctoral qualifying examination in their sixth semester.

Second, third, and outside fields

In addition to the first field, students are required to select a second and a third field in History and an outside field in a discipline other than History. Students are expected to familiarize themselves with the literature and methodologies of the outside field and attain detailed knowledge of one or more of its specialized areas.

A student's four fields must be approved by the Director of Graduate Studies. To ensure that course and language requirements are met by the time of the doctoral qualifying examination, final approval is normally sought before or shortly after the third semester examination and must be done no later than the semester before sitting for the examination (i.e., the fifth semester).

Requirements for the master's

Please see "Master's requirements at a glance" [p. 7] for detailed information on the master's degree.

Course requirements for the PhD

Note: all coursework used to satisfy program requirements must be taken for a letter grade unless it is a History course that is only offered on a S/U basis.

First field

Twenty units: two graduate seminars in any combination of 275s and 280s (both seminars must be completed by the end of the first year) and two 285s (one should be completed by the end of the first year, if possible). Students must also enroll in the Historical Colloquium (History 290, a one unit course graded on a S/U basis) in each semester of their first two years.

Second and third fields

Eight units: two graduate seminars in any combination of 275s, 280s, and 285s.

Fourth/outside field

Three to four units: one graded course in a field and department other than History.

Historical Method, Theory, and Practice

History 283. Students are strongly encouraged to take this course in either their first or second year.

Pedagogy

History 375. A pedagogy course is required of all first-time Graduate Student Instructors (GSIs) prior to or concurrently with their first semester of teaching. Students are strongly encouraged to take History 375 (offered in the fall semester only), but may take another department's 375 with prior approval of the Director of Graduate Studies.

Language requirements for the PhD

1. French

Fulfilled through options outlined in Appendix C.

2. German

Fulfilled through options outlined in Appendix C.

With approval of faculty in the field, students may substitute other appropriate languages for French and/or German.

Students are advised to satisfy language requirements as early as possible and attempt to satisfy at least one language requirement by the end of their first year. It is not uncommon for students to misjudge the time needed to fulfill their language requirements; students should consult with their faculty advisor(s) and devise a timetable for completing said requirements.

Third semester examination

Please see "Departmental examinations" [p. 9]. Students will take a written examination during their third semester (fall of their second year). Students who have not met the minimum coursework requirements for sitting the examination (normally due to faculty sabbaticals) may petition the GAC to postpone their examination for one semester.

The History of Science third semester examination consists of two, three hour written take-home examinations taken on successive days (or, if the student desires, on the same day). The GSAO will email the questions to the student at the

scheduled time and the student will likewise email their answers back. Students may use books and notes and may access the Internet for reference purposes during the exam.

Doctoral qualifying examination

Please see “Departmental examinations” [p. 9]. Students will typically sit for the examination in the sixth semester (spring of their third year).

Advancing to doctoral candidacy

Please see Appendix B. Students who successfully pass the qualifying examination will make preparations to advance to doctoral candidacy by 30 June of their fourth year. (Note: students advancing after this date will be ineligible to apply for a full year of the departmental research year grant.) The GAC and the Graduate Division must approve the student’s dissertation committee (minimally, two History faculty and one non-History faculty). The dissertation committee must approve the student’s prospectus in order for the student to advance. A copy of the approved prospectus must be submitted to the GSAO for inclusion in the student’s file.

Dissertation research funding (Year 4 funding)

Please see “Financial support” [p. 56].

External funding

Students typically apply for dissertation research grants during their fifth semester (fall of their third year). (Note: in order to be considered for the Department’s dissertation research year grant, students must first apply for outside funding.) It is crucial to keep abreast of application opportunities and deadlines for both University and external grants.

Department funding

With the exception of students awarded a Graduate Division multi-year fellowship at admission, students who advance to doctoral candidacy within the prescribed time and who apply for external grants are eligible to apply for the Department’s dissertation research year grant. Please refer to your individual fellowship contract and the dissertation research year grant application for more information.

Dissertation writing support

Students returning from research are advised to participate in dissertation writing groups.

Dissertation write-up funding

Please see “Financial support” [p. 56].

Preparing and filing the dissertation

Please see “Preparing the dissertation” and “Filing the dissertation” [p. 22].

Career development

Please see “Career development and diversity” [p. 53]. Students are encouraged to participate in professional development throughout their time in the program. Please contact the career development coordinator for information on upcoming opportunities.

Faculty in the field

Cathryn Carson

Sandra Eder

Massimo Mazzotti

SOUTH ASIA

Normative time to degree

Normative time to degree in the South Asia field is seven years. Students spend four years in coursework and completing language requirements, one year engaged in dissertation research, and two years writing their dissertations. Students will be examined in the first field during their third semester and will take their doctoral qualifying examination in their eighth semester.

Second, third, and outside fields

In addition to the first field, students are required to select a second and a third field in History and an outside field in a discipline other than History. Students are expected to familiarize themselves with the literature and methodologies of the outside field and attain detailed knowledge of one or more of its specialized areas.

A student's four fields must be approved by the Director of Graduate Studies. To ensure that course and language requirements are met by the time of the doctoral qualifying examination, final approval is normally sought before or shortly after the third semester examination and must be done no later than the semester before sitting for the examination (i.e., the seventh semester).

Requirements for the master's

Please see "Master's requirements at a glance" [p. 7] for detailed information on the master's degree.

Course requirements for the PhD

Note: all coursework used to satisfy program requirements must be taken for a letter grade unless it is a History course that is only offered on a S/U basis.

First field

Sixteen units: two graduate seminars in any combination of 275s and 280s (both seminars must be completed by the end of the first year) and two 285s (one should be completed by the end of the first year, if possible).

Second and third fields

Eight units: two graduate seminars in any combination of 275s, 280s, and 285s.

Fourth/outside field

Three to four units: one graded course in a field and department other than History.

Historical Method, Theory, and Practice

History 283. Students are strongly encouraged to take this course in either their first or second year.

Pedagogy

History 375. A pedagogy course is required of all first-time Graduate Student Instructors (GSIs) prior to or concurrently with their first semester of teaching. Students are strongly encouraged to take History 375 (offered in the fall semester only), but may take another department's 375 with prior approval of the Director of Graduate Studies.

Language requirements for the PhD

1. An Indian language

Fulfilled through options outlined in Appendix C.

2. A European language (Dutch, French, German, Portuguese, or Russian)

Language selected in consultation with faculty in the field. Fulfilled through options outlined in Appendix C.

Students are advised to satisfy language requirements as early as possible and attempt to satisfy at least one language requirement by the end of their first year. It is not uncommon for students to misjudge the time needed to fulfill their language requirements; students should consult with their faculty advisor(s) and devise a timetable for completing said requirements.

Third semester examination

Please see "Departmental examinations" [p. 9]. Students will take an oral examination during their third semester (fall of their second year). Students who have not met the minimum coursework requirements for sitting for the examination (normally due to faculty sabbaticals) may petition the GAC to postpone their examination for one semester.

Doctoral qualifying examination

Please see "Departmental examinations" [p. 9]. Students will typically sit for the examination in the eighth semester (spring of their fourth year).

Advancing to doctoral candidacy

Please see Appendix B. Students who successfully pass the qualifying examination will make preparations to advance to doctoral candidacy by 30 June of their fourth year. (Note: students advancing after this date will be ineligible to apply for a full year of the departmental research year grant.) The GAC and the Graduate Division must approve the student's dissertation committee (minimally, two History faculty and one non-History faculty). The dissertation committee must approve the student's prospectus in order for the student to advance. A copy of the approved prospectus must be submitted to the GSAO for inclusion in the student's file.

Dissertation research funding (Year 5 funding)

Please see "Financial support" [p. 56].

External funding

Students typically apply for dissertation research grants during their seventh semester (fall of their fourth year). (Note: in order to be considered for the Department's dissertation research year grant, students must first apply for outside funding.) It is crucial to keep abreast of application opportunities and deadlines for both University and external grants.

Department funding

Students who advance to doctoral candidacy within the prescribed time and who apply for external grants are eligible to apply for the Department's dissertation research year grant. Please refer to your individual fellowship contract and the dissertation research year grant application for more information.

Dissertation writing support

Students returning from research are advised to participate in dissertation writing groups.

Dissertation write-up funding

Please see "Financial support" [p. 56].

Preparing and filing the dissertation

Please see "Preparing the dissertation" and "Filing the dissertation" [p. 22].

Career development

Please see "Career development and diversity" [p. 53]. Students are encouraged to participate in professional development throughout their time in the program. Please contact the career development coordinator for information on upcoming opportunities.

Faculty in the field

Janaki Bakhle

Nicholas Dirks

Abhishek Kaicker

SOUTHEAST ASIA

Normative time to degree

Normative time to degree in the Southeast Asia field is six years. Students spend three years in coursework and completing language requirements, one year engaged in dissertation research, and two years writing their dissertations. Students will be examined in the first field during their third semester and will take their doctoral qualifying examination in their sixth semester.

Second, third, and outside fields

In addition to the first field, students are required to select a second and a third field in History and an outside field in a discipline other than History. Students are expected to familiarize themselves with the literature and methodologies of the outside field and attain detailed knowledge of one or more of its specialized areas.

A student's four fields must be approved by the Director of Graduate Studies. To ensure that course and language requirements are met by the time of the doctoral qualifying examination, final approval is normally sought before or shortly after the third semester examination and must be done no later than the semester before sitting for the examination (i.e., the fifth semester).

Requirements for the master's

Please see "Master's requirements at a glance" [p. 7] for detailed information on the master's degree.

Course requirements for the PhD

Note: all coursework used to satisfy program requirements must be taken for a letter grade unless it is a History course that is only offered on a S/U basis.

First field

Sixteen units: two graduate seminars in any combination of 275s and 280s (both seminars must be completed by the end of the first year) and two 285s (one should be completed by the end of the first year, if possible).

Second and third fields

Eight units: two graduate seminars in any combination of 275s, 280s, and 285s.

Fourth/outside field

Three to four units: one graded course in a field and department other than History.

Historical Method, Theory, and Practice

History 283. Students are strongly encouraged to take this course in either their first or second year.

Pedagogy

History 375. A pedagogy course is required of all first-time Graduate Student Instructors (GSIs) prior to or concurrently with their first semester of teaching. Students are strongly encouraged to take History 375 (offered in the fall semester only), but may take another department's 375 with prior approval of the Director of Graduate Studies.

Language requirements for the PhD

1. A Southeast Asian vernacular language

Fulfilled by passing a two-hour translation examination to be overseen by the faculty in the field but administered by language instructors in the Department of South and Southeast Asian Studies.

2. A European language

Fulfilled through options outlined in Appendix C.

Students are advised to satisfy language requirements as early as possible and attempt to satisfy at least one language requirement by the end of their first year. It is not uncommon for students to misjudge the time needed to fulfill their language requirements; students should consult with their faculty advisor(s) and devise a timetable for completing said requirements.

Third semester examination

Please see "Departmental examinations" [p. 9]. Students will take an oral examination during their third semester (fall of their second year). Students who have not met the minimum coursework requirements for sitting for the examination (normally due to faculty sabbaticals) may petition the GAC to postpone their examination for one semester.

Doctoral qualifying examination

Please see "Departmental examinations" [p. 9]. Students will typically sit for the examination in the sixth semester (spring of their third year).

Advancing to doctoral candidacy

Please see Appendix B. Students who successfully pass the qualifying examination will make preparations to advance to doctoral candidacy by 30 June of their fourth year. (Note: students advancing after this date will be ineligible to apply for a full year of the departmental research year grant.) The GAC and the Graduate Division must approve the student's dissertation committee (minimally, two History faculty and one non-History faculty). The dissertation committee must approve the student's prospectus in order for the student to advance. A copy of the approved prospectus must be submitted to the GSAO for inclusion in the student's file.

Dissertation research funding (Year 4 funding)

Please see "Financial support" [p. 56].

External funding

Students typically apply for dissertation research grants during their fifth semester (fall of their third year). (Note: in order to be considered for the Department's dissertation research year grant, students must first apply for outside funding.) It is crucial to keep abreast of application opportunities and deadlines for both University and external grants.

Department funding

With the exception of students awarded a Graduate Division multi-year fellowship at admission, students who advance to doctoral candidacy within the prescribed time and who apply for external grants are eligible to apply for the Department's dissertation research year grant. Please refer to your individual fellowship contract and the dissertation research year grant application for more information.

Dissertation writing support

Students returning from research are advised to participate in dissertation writing groups.

Dissertation write-up funding

Please see "Financial support" [p. 56].

Preparing and filing the dissertation

Please see "Preparing the dissertation" and "Filing the dissertation" [p. 22].

Career development

Please see "Career development and diversity" [p. 53]. Students are encouraged to participate in professional development throughout their time in the program. Please contact the career development coordinator for information on upcoming opportunities.

Faculty in the field

Peter Zinoman

CAREER DEVELOPMENT AND DIVERSITY

Students are strongly encouraged to consider their professional development (for potential careers both within and outside the academy) at every stage in the program. Most students will find their faculty advisors, together with the Career Development Officer and Coordinator, are their best resource and are encouraged to open a dialogue about the multiple career paths available to them as future Berkeley PhDs as early as possible in their graduate careers. Historically our graduate program has always prepared students for a wide range of career paths. The American Historical Association (AHA) has provided the fullest publicly-available data we have on the many uses and careers made possibly by a History PhD; for more information, see [historians.org/jobs-and-professional-development/career-diversity-for-historians/career-diversity-resources/where-historians-work](https://www.historians.org/jobs-and-professional-development/career-diversity-for-historians/career-diversity-resources/where-historians-work).

The Department is currently participating in the AHA's Career Diversity Faculty Institute initiative, designed to help graduate programs better facilitate the success of their students on the job market within and beyond the academy. At present, the Department is exploring how best to develop programming in this area.

Department panels, workshops, roundtables, and classes

The Director of Graduate Studies, the career development and diversity officer, and other faculty, with the support of the career development coordinator and the History Graduate Association and our alumni community, organize panels, workshops, and roundtables each semester relating to career development and diversity. This year, the Department will be organizing a number of workshops around grant and letter-writing, CVs and résumés, interview techniques and practicing job-talks, as well as using the 283 and 375 to address practical issues of professional development. Please contact the career development coordinator for updates. If there is a specific topic students are interested in learning more about that is not currently covered, we are happy to consider adding it to the schedule.

bCourse site

The Department has a dedicated bCourse site which hosts sample CVs and résumés, grant applications, job letters and application materials, as well as other useful resources for those preparing to enter the job market.

Alumni network

Alumni of our graduate program maintain both a Facebook group, "History Alumni," and a LinkedIn network, "UC Berkeley History Alumni." Current students are encouraged to join these groups and use them to establish their own networks for both academic and non-academic career paths. Those especially interested in the non-academic routes of our alumni should consult the Alt-Ac/Beyond TT Alumni List; see docs.google.com/document/d/1e4e8w5G2dKiBlGfLbLggPGATQa9D5cmPyVDS1BcLAGc/edit.

Conference attendance

Students are expected to participate in professional conferences as part of their scholarly engagement and job market preparation. The Department and the University support and facilitate this expectation in a number of ways, including, for example, faculty guidance, release time from expected course attendance and other obligations, and funding. For more information on funding opportunities, please see "Conference funding" [p. 62].

Career development resources on campus

D-Lab

D-Lab, Berkeley's relatively new Social Sciences Data Laboratory, was formed in part to help social scientists (including humanists in nearby fields) collect, process, and analyze all kinds of data. The lab hosts a variety of data resources, offers numerous workshops and trainings, and provides space and other support to several working groups. It defines its methodological scope very broadly (including qualitative data, historical data, and cartographic data) and is one of the pillars of the Digital Humanities community at Berkeley. For more information, please see dlab.berkeley.edu.

Certificate in Teaching and Learning in Higher Education

The GSI Teaching and Resource Center offers a Certificate in Teaching and Learning in Higher Education. Students particularly interested in teaching-intensive careers following graduation and students who wish to further hone their teaching skills are especially encouraged to participate. For more information, please see gsi.berkeley.edu/programs-services/certificate-program.

Summer Institute for Preparing Future Faculty

The GSI Teaching and Resource Center also runs the Summer Institute for Preparing Future Faculty (intended for students already advanced to doctoral candidacy). Past History students who have completed the Institute rated it very highly. Admission to the program is competitive and the deadline is usually in mid-March. For more information, please see gsi.berkeley.edu/programs-services/workshops-seminars-institutes/summer-institute.

Graduate Division workshops

The GSI Teaching and Resource Center and the Graduate Diversity Program (both units within Graduate Division) offer professionalization classes, workshops, and individual support and History students are encouraged to participate and network with colleagues from across campus. For more information, please see gsi.berkeley.edu/programs-services/workshops-seminars-institutes/gspdp, gsi.berkeley.edu/programs-services/workshops-seminars-institutes/syllabus-and-course-design, gsi.berkeley.edu/programs-services/workshops-seminars-institutes/workshops, and diversity.berkeley.edu/graduate/events-announcements.

Graduate Division-sponsored mentoring opportunities

Graduate Division, in partnership with campus departments, sponsors several mentoring programs designed to benefit both graduate and undergraduate students. The programs are competitively awarded and include stipends. For more information on Student Mentoring and Research Teams (SMART), please see smart.berkeley.edu. For more information on Getting into Graduate School (GiGS), please see diversity.berkeley.edu/programs-services/graduate/getting-graduate-school/gigs-mentors. For more information on Summer Research Opportunity Program (SROP), please see diversity.berkeley.edu/programs-services/graduate/undergraduate-research-programs.

VPSA and HSSA workshops

The Visiting Postdoc and Scholar Association (VPSA) and the Humanities and Social Sciences Association (HSSA) both offer panels, seminars, and workshops. The HSSA also hosts a regular writing group and offers opportunities for students to present their work. For more information, please see vspa.berkeley.edu and hssa.berkeley.edu. (Note: despite its name, the VPSA workshops are almost always open to current graduate students as well; event announcements will specify intended audiences.)

Beyond Academia

Beyond Academia is a student initiated, student run professional development program dedicated to educating students about their myriad career opportunities outside of academia. Earlier iterations focused primarily on STEM PhDs but they are actively expanding their resources for humanities and social science PhDs. For more information or to sign up for their mailing list, please see beyondacademia.org. The main conference is typically held in March each year.

Career Center

The Berkeley Career Center has two advisors dedicated full-time to assisting graduate students in finding careers within and beyond the academy. Students have access to assessments, one-on-one career counseling, resume books, and more. The Career Center also offers numerous workshops (topics include CVs, job talks, and negotiating contracts). For more information, please see career.berkeley.edu/Phds/Phds.

Tang Center

The Berkeley Career Counseling Library is part of the Tang Center (University Health Services). In addition to the plethora of career-related books, the Library also provides students with access to assessments (including Myers-Briggs and Strong). For more information, please see uhs.berkeley.edu/students/careerlibrary. Counseling and Psychological Services also has specific career counseling staff (though all counselors are equipped to help students work through the bigger-picture questions and concerns they may have as they face important career and life decisions). For more information on counseling services, please see uhs.berkeley.edu/counseling.

Further online resources

Versatile PhD

Versatile PhD (versatilephd.com) is an online community dedicated to alternative academic and non-academic careers. Berkeley has a subscription (managed by VPSA) to the site which enables students to access premium resources. To establish your Berkeley credentials for the site, go to vspa.berkeley.edu/versatile-phd.

Chronicle of Higher Education

Berkeley maintains a campus-wide subscription to the Chronicle of Higher Education (CHE), which frequently covers topics of interest to PhDs on the job market (the academic and alternative academic markets in particular). Students located off-campus can access CHE through a proxy server (more information on setting up the proxy server here: lib.berkeley.edu/using-the-

[libraries/proxy-server](#)). The Chronicle's Vitae project has several regular advice columns (including the popular The Professor Is In) which may also be of interest; more information here: chroniclevitae.com/news (access not restricted to campus IP addresses). Vitae also maintains a job board, found here: chroniclevitae.com/job_search/new?cid=chenav.

HNet

Humanities and Social Sciences Online, nicknamed HNet, maintains an immensely popular job board (along with many listservs). The job board can be found here: h-net.org/jobs/job_browse.php.

Dossier service

The Department does not offer a dossier service. Students may sign up for the Career Center's dossier service (more information here: career.berkeley.edu/Letter/Letter). Most students, however, choose Interfolio's dossier service (more information here: interfolio.com). Note: AHA members receive a complimentary subscription (more information here: historians.org/about-aha-and-membership/membership/member-benefits). Students signing up through AHA should contact Interfolio separately and ask to have their account affiliated with the Berkeley History Department.

FEES

2017-2018 fees (per semester)

California resident		Non-California resident	
Tuition	\$5,751.00	Tuition	\$5,751.00
Other fees*	\$1,333.75	Other fees*	\$1,333.75
Health insurance	\$2,231.00	Health insurance	\$2,231.00
		Non-resident supplemental tuition (NRST)	\$7,551.00
Total**	\$9,315.75	Total**	\$16,866.75

*Includes student services fee, Berkeley campus fee, and transit pass fee

**first year students are additionally assessed a \$113 document management fee

For more details on tuition and fees, please see registrar.berkeley.edu/tuition-fees-residency/tuition-fees/fee-schedule. For more details on estimated student budgets, please see financialaid.berkeley.edu/cost-attendance. Tuition and fees are set by the Regents of the University of California and are subject to change at any time.

Note about partial fee remission

During the semesters in which a student serves as a Graduate Student Instructor (GSI) or Reader at 25% time or greater, tuition and fees are covered in large part by a partial fee remission associated with the academic appointment. During the years of the departmental fellowship package (i.e., when students are guaranteed departmental employment), the Department will pay the remaining fees not covered by the partial fee remission. Students serving as GSIs or Readers outside the years of departmentally guaranteed employment are responsible for covering their tuition and fees (and NRST, if applicable) out of pocket. The current fee balance after the partial fee remission has been applied is approximately \$775 per semester.

NRST and out-of-state citizens and permanent residents

US citizens and permanent residents from outside of California should attain California residency status for tuition purposes by the end of the first year in the state. Documents to reclassify to residency status are accepted in the spring semester of a student's first year in the program. Successfully reclassifying will waive a student from being assessed NRST. Out-of-state students who do not reclassify to California residency (e.g., due to failure to submit the paperwork on time or for failure to maintain residency during the preceding year) are responsible for paying NRST out of pocket. For more information on residency, please see registrar.berkeley.edu/tuition-fees-residency/residency-tuition-purposes.

NRST and international students

International students are ineligible for reclassification to California residency status for tuition purposes and will be assessed NRST every semester until they advance to doctoral candidacy. After advancement, international students are eligible for a 100% reduction in NRST for three consecutive years (whether officially registered or not). International students who do not file their dissertation within that three year period will again be assessed NRST and, as they will be outside the fellowship package by that point, will be responsible for covering the charge out of pocket. (Note: advancement does not reduce the separate in-state tuition and fees.)

Note about NRST coverage

Per the standard fellowship package, the Department will pay for non-resident supplement tuition (NRST) in Year 1 for out-of-state and international students. The Department continues to cover NRST for international students through Year 3 (for students in six year fields) or Year 4 (for students in seven year fields). Please refer to your individual fellowship contract, the GSAO, or the admissions advisor for more information.

Other fees

Students should be aware the University charges other additional fees for which they will be responsible (even if they are in a year of departmentally guaranteed support). Important examples include: advancing to doctoral candidacy: currently \$90.00; readmission (returning after a leave of absence): currently \$80.00; filing fee (in lieu of registering when filing the dissertation): currently \$282.00.

FINANCIAL SUPPORT

Prospective and current students should be aware that the current standard fellowship package totals \$25,000/

year before taxes (not including summer support). This amount is less than the University's official cost of attendance estimate (less tuition and fees), which is \$27,470. Students without other financial support may find that they need to take out a student loan in order to make ends meet, particularly as the cost of housing continues to rise in the Bay Area.

Since 2007, the Department has offered all admitted students a multi-year fellowship, the current standard version of which is

Six year fields

Year 1: tuition & fees (including health insurance) + NRST + stipend

Year 2: T&F + salary + stipend top-off

Year 3: T&F + salary + stipend top-off

Year 4: Department Research Year Grant – T&F + stipend

Year 5: T&F + salary + stipend top-off

Year 6 or 7: Doctoral Completion Fellowship – T&F + stipend

Note: For international students only, NRST is also covered in Years 2 and 3. Students who take the DCF in Year 7 will be assessed NRST and are responsible for paying for it themselves.

Seven year fields

Year 1: tuition & fees (including health insurance) + NRST + stipend

Year 2: T&F + salary + stipend top-off

Year 3: T&F + salary + stipend top-off

Year 4: T&F + salary + stipend top-off

Year 5: Department Research Year Grant – T&F + stipend

Year 6, 7, or 8: Doctoral Completion Fellowship (DCF) – T&F + stipend

Note: For international students only, NRST is also covered in Years 2, 3, and 4. Students who take the DCF in Year 8 will be assessed NRST and are responsible for paying for it themselves.

The teaching and reading obligations in the standard departmental fellowship package are

Six year fields

Year 1: no teaching

Year 2: Graduate Student Instructorship (GSI) each semester

Year 3: GSI one semester and read (grade) one semester

Year 4: no teaching/reading

Year 5: GSI one semester and read one semester

DCF year: no teaching/reading

Seven year fields

Year 1: no teaching

Year 2: Graduate Student Instructorship (GSI) each semester

Year 3: GSI one semester and read (grade) one semester

Year 4: GSI one semester and read (grade) one semester

Year 5: no teaching/reading

DCF year: no teaching/reading

Please refer to your individual fellowship contract for additional details, exceptions, and stipulations.

All continued support after the first year is contingent upon satisfactory progress, as assessed yearly by the Department. Students must maintain a minimum overall 3.0 GPA and a minimum 3.5 GPA in History graduate coursework. All departmentally guaranteed support years (i.e., not the DCF year, which is a Graduate Division supported year) must be completed by the end of the fifth year. Departmentally guaranteed support years cannot be deferred or otherwise rearranged, except when a student advances to doctoral candidacy and leaves for dissertation research earlier than the prescribed time for their field or when a student is approved by Graduate Division for a medical withdrawal; the Director of Graduate Studies must additionally approve the exception.

Students who elect to take out University loans are required to report to the Financial Aid Office all wages and stipends received, which may affect their eligibility loan amount. Students should be aware that taxes are not normally deducted from stipend payments but are normally deducted from wages/salaries. Students should prepare to set aside funds for their taxes

accordingly. International students must submit a GLACIER form showing wages and stipends awarded per calendar year, which enables the University to determine their appropriate tax rate.

The Department's fellowship package is funded in large part by endowments. These funds are used, inter alia, to cover stipends, tuition and fees, NRST, and even occasionally wages. As part of the effort to keep donors informed as to how their money is being utilized, the Department, the Development Office, and/or the Graduate Division may send you an email identifying the specific fund(s) from which your award was made and asking you for information on your studies. Please take the time to reply to these emails by their requested deadlines.

Departmental support for students entering fall 2011 and onwards

Students who entered/are entering the program from fall 2011 and later receive five + one year funding packages, which include tuition and fees (including health insurance) and a living allowance in the form of graduate student employment and/or stipend. Five years of the package are funded by the Department and one year by the Graduate Division's Doctoral Completion Fellowship (DCF). (Please see Appendix B for more information on the DCF.) Year 1, the Department Research Year Grant year, and the DCF year are support years paid entirely in the form of stipend; all other years are a combination of employment and stipend.

Students with University (i.e., non-departmental) multi-year fellowship packages

The Graduate Division oversees the University's multi-year fellowships (i.e., the Berkeley-Mellon, the Berkeley, the Chancellor's, the Cota-Robles, and the Regents), awarded each year to several students in an entering cohort. The packages consist of three years of funding administered by the Graduate Division (including the DCF) and three years of funding administered by the Department, along with summer funding for the first four years in the program.

For students in six year fields, Years 1 and 4 (support years paid for by the Graduate Division) and the DCF year are paid entirely in the form of a stipend; all other years are a combination of employment and stipend. For students in seven year fields, Years 1, 4, 5 (the Department Research Year Grant year), and the DCF year are paid entirely in the form of a stipend; the remaining two years are a combination of employment and stipend.

Summer support

For students entering the program prior to 2016, the Department guarantees one summer of funding and intends to provide two summers of funding to all students during their tenure in the program. Priority is given to those who have not already received summer funding (including external awards) and to those engaging in pre-dissertation research, pre-orals language study, and archival research critical to the completion of the dissertation. Students with University multi-year fellowships packages (which have built-in summer funding) are excluded from consideration. Recipients are selected by the Director of Graduate Studies.

For students entering the program in 2016 and later, summer support is outlined in the student's fellowship contract.

History Department Research Year Grant

The History Department Research Year Grant is available in Year 4 (six year fields) or Year 5 (seven year fields) and includes a stipend (up to the amount of your fellowship package) plus in absentia fees. The eligibility requirements for the 2018-2019 application are

1. The recipient must be from the 2015 cohort if in a six year normative time field or from the 2014 cohort if in a seven year normative time field;
2. The recipient must advance to doctoral candidacy by 30 June 2018 for consideration for two semesters of support or by 10 December 2018 for one semester of support;
3. The recipient must have made a concerted effort to secure external funding. Applicants must submit copies of said applications and should also be prepared to submit copies of award and/or rejection letters before the History Department Research Year Grant monies will be disbursed to them.

The application will be available during the spring semester only. For reasons of both student academic progress and departmental financial and curricular planning, recipients may not defer their fourth year (for students in six year normative time fields) or fifth year (for seven year normative time fields) to the following year, nor split the grant across two academic years. However, students considering advancing to doctoral candidacy earlier than the prescribed time for their field and who intend to engage in dissertation research earlier than their fourth year (for six year normative time fields) or fifth year (for seven year normative time fields) should apply for the grant in the spring semester of the academic year prior to the academic year in which research will be conducted. Such students should consult with the Director of Graduate Studies prior

to completing their application.

Grant recipients are expected to devote their full time to research, excepting only recipients ineligible for in absentia status. As the grant only covers in absentia fees, recipients who remain in the Bay Area during the research year are required to either take a 25% time readership each semester of the grant (in order for their fees to be remitted) or to pay the tuition and fees out of pocket. Salary earned from the readership(s) will be above the stipend, so the additional work will not be felt as unremunerated. The Department is unable to guarantee readerships to these grant recipients, who are therefore strongly encouraged to apply to readership opportunities widely across campus. Recipients may not accept other types of employment (e.g., GSIs or GSRships).

APPOINTMENTS

Academic Student Employees (ASE) must have at least a minimum overall 3.0 GPA and a minimum 3.5 GPA in History graduate coursework. Additionally, students with more than two incompletes on their record are not eligible for an appointment.

Graduate Division policy restricts students to 50% time employment in each semester. Students receiving fellowships (as distinct from employment) with stipends of at least \$16,000 or more plus fees (from the fellowship or an academic appointment) in an academic year are limited to 25% time employment each semester or 50% time employment in one semester (and no appointment in the other). There are no employment restrictions for the summer term. DNTF and DCF recipients are limited to one 25% time appointment over the tenure of their fellowship. Students who exceed the time limit will be in non-compliance. Exceptions, dependent on individual circumstances, may be possible with the approval of the Director of Graduate Studies and the Associate Dean of Graduate Division. Exceptions must be secured prior to starting any work.

Applications (required of all students each hiring cycle, even those under departmentally guaranteed support years) are available in early spring, to be considered for appointments the following summer and academic year. Appointments are assigned by the Director of Graduate Studies and usually announced in mid-April. Although every effort is made to appoint students to courses within their first or second fields of studies, unfortunately varying undergraduate curricular needs do not allow us to guarantee such assignments. Students should additionally be aware that they may be asked to change to a new assignment (prior to the start of classes) due to unforeseen circumstances such as unexpected enrollment numbers or course cancellations. Initial Reader appointments are tentative and will be confirmed nearer to the start of the semester, when the Department has a clearer sense of actual course enrollment numbers. Students applying for positions in other departments should be aware that deadlines to apply vary across campus.

Graduate Student Instructorships (GSIs)

GSI (sometimes called TA at other institutions) appointments in the Department normally consist of teaching two sections (of the same lecture course) and are thus considered 50% time. History R1B (a Reading & Composition course), 101 (thesis seminar), 103 (proseminar), and 104 (methodology) are exceptions; students will teach one section which is nonetheless considered a 50% time appointment. GSIs in lower-division courses (1-99 at Berkeley) will have up to twenty students in each section. GSIs in upper-division courses (100-199 at Berkeley) will have up to twenty-five students in each section. (Note: this number may vary for appointments in other departments.)

Wages are disbursed over five months, beginning 1 September and ending 1 January for fall appointments and beginning 1 February and ending 1 June for spring appointments. Appointments of at least 25% time include partial fee remission. (Note: for students serving as GSIs during a year of departmentally guaranteed employment, the Department will pay the remaining fee balance after the remission has been processed. For students serving as GSIs outside of a year of departmentally guaranteed employment, the student him/herself will pay the remaining fee balance out of pocket.) Campus Shared Services (CSS) will contact appointed students regarding payroll paperwork; please pay close attention to their communications and deadlines to ensure smooth processing and to minimize the possibility of payment delays. Note: students with a break in their employment service are required to complete rehire paperwork.

All first-time GSIs must successfully complete the short online course “GSI Professional Standards and Ethics,” attend an Academic Student Employee (ASE) orientation, and attend the Fall Teaching Conference (students who cannot attend the fall conference must attend the spring conference to maintain their eligibility for future GSI assignments). First-time GSIs are additionally required to have completed or concurrently complete a 300-level pedagogy course.

The GSI Teaching and Resource Center, an academic unit of Graduate Division, prepares graduate students for teaching undergraduates at Berkeley and for the teaching they will do in their future academic and non-academic careers. The Center

has numerous resources (human and otherwise) and students are encouraged to take advantage of their myriad offerings. The Center's website is gsi.berkeley.edu; they are located in 301 Sproul Hall.

English proficiency examination

Per University policy, students who do not speak English as a native language and do not hold a bachelor's degree from an institution in the United States must demonstrate oral English proficiency before they may be appointed as a GSI. In those countries where the TOEFL Internet-Based Test (TOEFL iBT) is administered, proficiency is determined by the speaking score of that exam. In those countries where TOEFL iBT is not available, students can demonstrate their proficiency either by successfully passing the Test of Spoken English (TSE) before matriculating at Berkeley or by successfully passing the SPEAK test once matriculated. For more information the language proficiency requirement, please see gsi.berkeley.edu/programs-services/language-proficiency.

Readerships

Undergraduate History courses are eligible for a Reader (sometimes called grader at other institutions) when enrollment is at or above thirty students. Readers grade examinations and papers; they also attend all lectures and hold office hours to discuss students' work. An appointment to read for thirty-five students is considered 25% time and includes partial fee remission. (Note: reading for thirty to thirty-four students is considered less than 25% time and therefore does not include a partial fee remission.) The official headcount is taken on the sixth day of instruction. Readers should be aware that they may be asked to read for up to sixty-five students. Readers receive additional wages for each student above thirty-five (for students who are reading during a departmentally guaranteed support year, these additional wages will not be factored into the stipend top-off, so the additional work will not be felt as unremunerated). Students applying to other departments should be aware that deadlines to apply and minimum undergraduate enrollment to qualify a Reader for fee remission varies across campus.

Wages are disbursed over four months, beginning 1 October and ending 1 January for fall appointments and beginning 1 March and ending 1 June for spring appointments. Appointments of at least 25% time include partial fee remission. Campus Shared Services (CSS) will contact appointed students regarding payroll paperwork; please pay close attention to their communications and deadlines to ensure smooth processing and to minimize the possibility of payment delays. Note: students with a break in their employment service are required to complete rehire paperwork.

Graduate Student Researchships (GSRships) or Research Assistantships (RAships)

Graduate Student Research Assistants conduct research under the direction of a faculty member. GSRships are not typically assigned to students to meet departmental funding obligations, as GSR appointments are decided upon by individual faculty, who must have a research grant to fund the support. Interested students should contact the faculty member(s) with whom they wish to work to ascertain if positions are available. Graduate Division policy requires all GSRs to be registered students. Appointments of at least 25% time are eligible for partial fee remission; students should be aware though that most GSRships/RAships in the History Department are less than 25%.

Note regarding partial fee remission

When students receive a partial fee remission during the departmentally guaranteed years of support, the balance of fees not remitted is paid by the Department. In those semesters following the departmentally guaranteed years of support in which students may serve as a GSI or Reader, the balance of fees not remitted are the responsibility of the students and must be paid out of pocket. Please note: to be eligible for the remission, the appointment must be at least 25% time and students must be enrolled in twelve units by the end of the third week of the semester. For more information on fee remission, please see grad.berkeley.edu/financial/fee-remissions.

OTHER SUPPORT

When possible, the GSAO or professionalization coordinator forwards information regarding opportunities and deadlines to help keep students informed and on track. There are so many opportunities, though, some of them quite obscure, that unfortunately it would be Sisyphean (not to mention inbox-clogging) to attempt to apprise/remind students about them all. Students are encouraged to seek advice from their faculty advisor(s) and from more advanced peers about the best opportunities in their fields. Students are also encouraged to explore Graduate Division's Guide to Fellowships and Grants, found here: grad.berkeley.edu/news/announcements/guide-to-fellowships-grants, or to visit the Fellowship Office, located in 318 Sproul Hall.

University fellowships

Continuing students can, as appropriate to their field of study and stage in the program, apply for other forms of University-administered support, such as Foreign Language and Area Studies (FLAS) fellowships or organized research unit (ORU) grants. Graduate Division maintains a list which can be found here: grad.berkeley.edu/financial/fellowships.

The first two fellowships on Graduate Division's list, the Mentored Research Award for Under-Represented Students (for pre-orals students) and UC Dissertation Year Fellowship (for write-up year students), are coordinated by the Department. The Director of Graduate Studies will select the Department's nominees, who will be forwarded to Graduate Division for a campus-wide competition. The Department will set an earlier deadline than the Graduate Division's deadline to allow for internal review; students will receive an email announcement from the GSAO with all of the details.

Extramural fellowships

All students (prospective, entering, and continuing) are encouraged to apply for any and all extramural fellowships for which they are eligible. Graduate Division maintains a (not comprehensive) list of opportunities at the same site as above (grad.berkeley.edu/financial/fellowships, but scroll further down).

Regarding extramural fellowship applications requiring verification or signature

If an extramural fellowship applications requires departmental or University verification and/or signature, students should follow the steps appropriate to their specific situation.

1. For applications requiring Department Chair or Director of Graduate Studies verification

Inform the GSAO as to what the application is requesting (e.g., signature on a form or a letter on departmental letterhead etcetera). Do not wait until the last minute, as the designated signatory may be not be available on short notice. If the designated signatory is verifying a student's status in the program and said student has not yet advanced to doctoral candidacy, the student must demonstrate that they will advance as appropriate. If the designated signatory is verifying a student's research plans and/or budget, the student's major professor should email the GSAO and confirm the student's proposal has been met with approval. If the designated signatory is verifying a student's status towards completion of the degree, the student's major professor should email the GSAO and attest to the timeline for completion.

2. For applications requiring the signature of the departmental budget officer

If the application requires the signature of a departmental budget officer who will be responsible for administering the grant if awarded (e.g., UC MEXUS or Pacific Rim), please contact the History Department Manager, Marianne Bartholomew-Couts, at history-manager@berkeley.edu or stop by her office in 3311 Dwinelle Hall.

3. For applications to the ACLS/Mellon Fellowship

In the application, students must list the institutional representative as Andrea Rex, Assistant Dean for Graduate Student Services; her email is andrea_r@berkeley.edu. Then, students must ask their major professor to email the GSAO and attest to "the viability of the proposed timeline for completion." The GSAO will relay the attestation to the Assistant Dean, who will in turn provide a letter to ACLS. Said letter will stipulate that "the University will not charge the student tuition or fees beyond a limit of \$5,000 and will provide for any additional costs, such as health insurance, and pledge that if an ACLS award is made, the University will not provide the applicant with any subsequent aid."

4. For applications to ACLS Fellowships requiring only confirmation of ABD status

Students should list the GSAO as the referee.

5. For applications to post-doctoral fellowships

ABD students applying to post-doctoral fellowships will inevitably be asked to obtain a letter confirming your progress towards filing for the PhD. First, students should ask their major professor to contact the Director of Graduate Studies and confirm the student's status towards completion of the degree. Then, via Interfolio (please contact the professionalization coordinator if you are unfamiliar), students should request a generic letter (so that they may use it for multiple applications) from the Director of Graduate Studies. The letter will be addressed to "Members of the Search Committee" and will confirm a student's progress to degree and projected date of completion (it is based on a standardized template). When entering the request in Interfolio, students may select "non-confidential" as the document type, which will enable them to read it (by contrast, students should not select "non-confidential" for recommendation letters). Once the Director of Graduate Studies has received confirmation from the major professor and the link to upload the letter via Interfolio, the letter will be uploaded to the student's Interfolio account and can be used for as many applications as necessary.

Note regarding support for applying to extramural fellowships

The Director of Graduate Studies offers regular workshops, geared specifically towards historical research and funding

sources appropriate to it, on applying for extramural fellowships and writing successful proposals. For more information about these and other professionalization opportunities, contact the professionalization coordinator. Graduate Division also regularly offers workshops (sometimes intended for all audiences, sometimes specific to a division such as Social Sciences) on writing successful proposals, as well as information sessions on applying to specific programs (e.g., the Fulbright).

Educational allowance top-offs for extramural fellowships

Graduate Division offers a top-off grant that covers the cost of in-state tuition and fees (including health insurance) for students whose external (i.e., non-University) fellowships do not cover those costs. To qualify, the external fellowship must be paid directly to the student and include a stipend of at least \$16,000 per annum and students must receive no other funding. To apply for the top-off, students must submit a written request to Graduate Fellowship Office (318 Sproul) for the fee subsidy and provide the official notification letter of the external fellowship including its terms of funding.

Academic employment outside of the Department

Because of the structure of the departmental fellowship package, the Department has only a limited number of teaching and grading opportunities for students who have completed the departmentally obligated years of support. Such students should absolutely still apply with the Department, but are strongly encouraged to apply to other units as well. Unfortunately, each unit on campus has its own system for finding and hiring their Academic Student Employees. Students should investigate those units (e.g., other departments, such as American Studies or Classics; colleges, such as Letters and Science or Natural Resources; schools, such as Education or Public Policy; or divisions, such as the Library or Graduate Division) whose needs likely intersect with a student's academic skillset to ascertain the procedures and deadlines specific to that unit. Please see "Appointments" [p. 59] for more information about policies regarding student appointments.

Conference funding

There are several University-wide sources for funding students who will present at a conference. Application deadlines vary and monies are sometimes disbursed on a first-come, first-served basis, so students are encouraged to investigate early. More information on Graduate Division's travel grants can be found here: tango.berkeley.edu/applicant/app/start (must log-in with CalNet ID to access). More information on the Graduate Assembly Travel Award can be found here: ga.berkeley.edu/wp-content/uploads/2015/02/2017-2018-Travel-Award-Application.pdf. More information on the ASUC's Academic Opportunity Fund can be found here: callink.berkeley.edu/organization/aavpgacademicopportunityfund. More information on the Student Opportunity Funds (SOF) can be found here: students.berkeley.edu/myberkeley/misc/opfund.asp?todo=chooseproposal&xyz=-. (Note: conferences sometimes offer aid to graduate students attending and/or participating; students should inquire with the conference coordinator about what sorts of assistance might be available.)

Support for student parents

Graduate Division offers various forms of aid to student parents (available above and beyond the departmental package). One of the most vital forms is the Student Parent Grant (application here: grad.berkeley.edu/wp-content/uploads/Parent-Grant-Application-Instructions-2017-2018-1.pdf), which provides up to \$11,000 of additional stipend per academic year. The University also offers subsidized family housing and day care (including emergency day care). For more information, please see grad.berkeley.edu/financial/families. The site also includes other relevant information, such as childbirth accommodation funding, parental leave policies, and guides to local resources.

The Graduate Assembly has a project dedicated to student parents. For more information, please see ga.berkeley.edu/project/gspa.

Financial aid

Information concerning financial aid programs can be obtained online at either financialaid.berkeley.edu or grad.berkeley.edu/financial/aid or by visiting the Cal Student Central office (of which the Financial Aid Office is now a part) in 120 Sproul Hall. Graduate students may apply for University grants-in-aid, educational fee grants, National Direct Student Loans, work-study, and other aid programs. (The majority of aid dispensed is in the form of loans, though occasionally small grants or work-study are available.) Applications, available from the Cal Student Central office, must be submitted by very early March (please check the application for the exact date). Applicants must report any sources of income (e.g., fellowships or employment) not already reported on the FAFSA; failure to report income in a timely manner may result in an unexpected reduction in the financial aid offer.

Food security support

Food insecurity for students is an increasing concern. Since Fall 2013, UC Berkeley undergraduate and graduate students,

professional staff, faculty, administrators, and community experts have been working together to create an institutional food security model. Phase 1 of this work focused on the creation of emergency relief infrastructure and resulted in the creation of the UC Berkeley Food Pantry. It serves all Berkeley undergraduate and graduate students who need core food support. For more information, see pantry.berkeley.edu. The Financial Aid and Scholarships Office also has a Food Assistance Program to provide additional funding to food insecure students. For more information, see financialaid.berkeley.edu/food-assistance-program.

APPENDIX A

Selecting committees

Doctoral qualifying examination committee members

The examination committee is composed of two History faculty members to examine in the first field, one History faculty member to examine in the second field, one History faculty member to examine in the third field, and one faculty member from another department to examine in the outside field. Of the five members of the committee, three must be from the home department. A first field faculty member who is not the student's proposed dissertation committee chair will normally chair the examination committee, although a second field History Department faculty member can serve as chair. The chair and the Academic Senate Representative (formerly and colloquially known as the outside member) must be members of the Berkeley Division of the Academic Senate (tenured or tenure-track faculty). The chair of the examination committee cannot also be the chair of the student's dissertation committee (except as co-chair). The committee must be formally approved by both the Director of Graduate Studies and the Dean of the Graduate Division.

Dissertation committee members

The dissertation committee is minimally composed of two History faculty members and one faculty member from a field other than History. The two History members, consisting of a chair and a second member, are designated as "inside members" and the member from the outside field is designated as the Academic Senate Representative or "outside member." Students may request an additional inside member and faculty serving in this capacity may be a member of the Berkeley Division of the Academic Senate or an approved non-Senate member. No more than one faculty is designated as the outside member. The outside member serves as the Dean's representative and must be a member of the Berkeley Division of the Academic Senate (no exceptions).

Dissertation committee co-chairs

Committees may have two co-chairs instead of one chair. One of the co-chairs must be a member of the Berkeley Division of the Academic Senate in the student's major (i.e., History). The second co-chair may be a member of the Berkeley Division of the Academic Senate in the student's major, a member of the Berkeley Division of the Academic Senate outside the student's major, or an approved non-Academic Senate member. The chair of a qualifying examination committee may serve as co-chair of the same student's dissertation committee provided the other co-chair is from the same department.

Exceptions to qualifying examination committee composition

There may be instances when a faculty member from another department is appropriate to serve as a History (i.e., inside) examiner. In such cases, the student must obtain approval from the Director of Graduate Studies.

There may be instances when a faculty member from another institution is appropriate to serve as a History (i.e., inside) examiner (usually because the individual offers expertise not otherwise available among the regular faculty). In such cases, the student must obtain approval from the Director of Graduate Studies as well as the Associate Dean of the Graduate Division. To receive approval, students must indicate the exception request when submitting their committee request via [CalCentral](#). The faculty member must have published within the last three years and no more than one such faculty member can participate on an examination.

No more than one exception to the committee composition is acceptable within the five member committee.

Members of the Berkeley Division of the Academic Senate include individuals with the following titles:

Professor; Professor of Clinical Optometry; Associate Professor; Associate Professor of Clinical Optometry; Assistant Professor; Assistant Professor of Clinical Optometry; Professor Emeritus; Professor in Residence; Professor the Graduate School (POG); Acting Professor; Acting Associate Professor; University Professor; Senior Lecturer with security of employment; Lecturer with security of employment

Non-Senate members include individuals with the following titles:

Acting Assistant Professor; Adjunct Professor; Senior Lecturer without security of employment; Lecturer without security of employment; Clinical Professor; Staff Scientist; Visiting Professor; Morrey Professor; Professor from outside UC Berkeley.

Affiliated or "below-the-line" appointments

Berkeley Academic Senate members may hold temporary (called "below-the-line") appointments as affiliated faculty in other departments. All Senate members who do not hold full-time employment (FTE) in the department may be permitted to serve as chair, co-chair, or inside members by exception. In such cases, the student must obtain approval from the Associate Dean

of the Graduate Division.

Professors emeriti and Professors of the Graduate School (POGs)

Professors emeriti and Professors of the Graduate School (POGs) are permitted to serve on both the qualifying examination and dissertation committees.

Faculty from other UCs

Provided the majority of the committee is from the student's home department, one member of the regular faculty belonging to the Academic Senate of any other UC campus is permitted to serve as a second or additional inside member without special approval from the Dean. When the non-Berkeley member is not from a northern UC campus, special attention should be paid to the issue of accessibility. Neither the Department nor Graduate Division can pay stipends or travel costs to the non-Berkeley member.

Faculty from Stanford

A regular faculty member from Stanford University does not require special approval from the Dean to serve as a second or additional inside member. Serving in any other capacity does require special approval from the Dean.

APPENDIX B

Advancing to doctoral candidacy

Dissertation committee

Graduate Division policy requires students to meet with their faculty advisor(s) to discuss their proposed dissertation committee no later than the end of the semester following the semester in which they passed their oral qualifying examination (i.e., end of the seventh semester for six year field students and end of the ninth semester for seven year field students). However, to be eligible for a full year of the departmental research year grant, students must advance to candidacy by 30 June of their third (six year fields) or fourth (seven year fields) year; thus, a committee must be formed sooner than Graduate Division requires. The committee will consist of two members of the Berkeley History faculty and one member from another department at Berkeley. Non-Berkeley History faculty can be appointed with the approval of the Dean; this member would be in addition to the other two Berkeley History faculty members. No more than one member can be a non-Academic Senate member. The chair of the oral qualifying examination committee cannot serve as the chair of the same student's dissertation committee (except as co-chair). For complete policy details, please refer to Graduate Division's policy on configuring a dissertation committee, found here: grad.berkeley.edu/policy/degrees-policy/#f47-configuration-requirements-for-higher-degree-committees.

Dissertation prospectus

The dissertation prospectus should describe the issue or problem the dissertation will address and will include a discussion of relevant historiography, a description of the sources and methods to be used, and a plan of action for researching. Students should discuss the precise content and organization of the prospectus with their intended dissertation chair (also called the first reader or major professor).

The prospectus is intended to focus the thinking of the student and the committee and of necessity is usually somewhat vague as to likely results and will be subject to modification as research and writing proceed. If the necessary materials cannot be consulted without travel, the prospectus should say so, so students and their committees can consider how the materials can best be obtained and whether a contingent research problem is desirable. The prospectus itself should be brief (typically five to ten pages) and normally includes the following: a statement of the problem or topic to be investigated and the questions to be asked concerning it; a discussion of how the dissertation is related to existing historical literature and how it will add to current knowledge; and an indication of the sources to be used and where they can be found.

The chair and other members of the dissertation committee will evaluate the prospectus. An approved prospectus is necessary before a student will be considered for advancement for doctoral candidacy. A copy of the approved prospectus must be submitted to the GSAO for inclusion in the student's file.

Advancement forms

Students should meet with the GSAO to complete the departmental and the Graduate Division forms necessary to officially advance to doctoral candidacy. Students whose projects involve human subjects must take the online Collaborative IRB Training Initiative (CITI) course (available at citiprogram.org/default.asp), print the certificate of completion, and submit it with their advancement forms.

Doctoral Completion Fellowship (DCF) cohorts (2010 and later)

Students advanced to doctoral candidacy will be offered the Doctoral Completion Fellowship (DCF) by the Graduate Division. The fellowship provides two semesters of stipend (currently \$9,000 per term) plus fees (students who currently have unused DCF remaining will have their stipends supplemented to \$11,000 per term). Students are eligible to accept the fellowship at any time through the normative time + one year; to accept, submit the DCF activation form currently available on Gradlink (we expect the form to transition to CalCentral sometime this year). Students must have a current DCR on file to be eligible for the DCF. Additionally, beginning in Fall 2017, students must apply to at least one external fellowship. International students are exempted from this latter condition (as there are typically very few external fellowships for which they are eligible). International students should note that the DCF does not cover non-resident student tuition (NRST) and should take this into account when deciding when to accept the award. As the Department will not cover NRST either, international students will need to pay NRST out of pocket.

DCF employment restrictions

The DCF may be supplemented only by a single one-semester appointment (i.e., once over both semesters of the fellowship not once per semester) as a GSI, GSI/Al, GSR, Reader, or Tutor and for no greater than 25% time (ten hours per week). Students employed under any other title will not be in compliance with the terms of the DCF award.

APPENDIX C

Options for fulfilling foreign language requirements

Note: these options only apply if the field guide explicitly states language requirements can be fulfilled through options outlined in Appendix C.

1. Passage of the Department's foreign language examination

This examination will be administered by a faculty committee (coordinated by the GAC) and is offered once each semester (typically in November and April). In general, students will be required to translate two 200-word passages into English; the time allowed is two hours (unless otherwise noted in a field guide). Variations of this format will be accepted if the committee of language examiners approves them. Students wishing to be tested should sign up by the announced deadline. Only standard printed dictionaries are allowed.

Copies of past passages are available on bCourses. Please see the GSAO for access.

2. Completion of a graduate course (History 280, 285, or 299) with an instructor who is actively engaged in research requiring knowledge of the pertinent language(s).

Students wishing to use this option must complete the Language Certification Form (available on the History Department website); obtain the signature of the Director of Graduate Studies and the instructor of the course (to ensure that the student makes substantial use of the language(s) in the course); and file the form with the GSAO. At the end of the course, the GSAO will ask the instructor to certify the student's competence to conduct research in the language(s). This certification is wholly independent of the grade in the course. If necessary, the instructor may administer a language examination to the student.

3. Completion of the intermediate level (fourth semester) of college-level language coursework (or its equivalent), with at least a B grade.

The second semester of an intermediate level sequence must be taken for a letter grade. All other language courses leading up to the second semester of the intermediate level can be taken on a S/U or P/NP basis. Students wishing to have foreign language coursework completed at another institution counted towards the foreign language requirement at Berkeley should consult with the faculty in their field and the GSAO before submitting a petition to the Department. The Department in turn must submit a formal request to the Assistant Dean of the Graduate Division for review and final approval. Students must have completed any foreign language sequence within four years of admission to Berkeley.

4. Completion of an upper division course in a language department at Berkeley on the culture and literature associated with that language, with at least a B grade.

The work in the course must be primarily in the foreign language, not in English. Students choosing this option should confer with their advisor or the faculty in their field.

5. Completion of an advanced course at Berkeley in historical literature in the foreign language, with at least a B grade.

The department teaching the course will establish the preliminary requirements and determine whether one or two semester are needed. The course must include a graded final examination in translation. Students choosing this option should confer with their advisor and the relevant language department.

6. Native language ability

Note: native speakers of a language other than English do not automatically fulfill the requirement; the native language must be appropriate to advanced research in that particular discipline, as shown by important journals and research that has been conducted in that language.

Students may show evidence of native ability in the language through secondary school or university transcripts. Students must submit a letter to the GSAO explaining the relevance of the language to their research. In turn, the department must submit a memo to the Graduate Division specifying the language and certifying native ability as well as explaining the language's relevance to the student's research.

APPENDIX D

Forms

Forms marked with an asterisk are subject to the approval of the Graduate Advisors Committee (GAC). Forms are to be submitted to the GSAO unless otherwise noted.

General History Petition*	Requests for exceptions to program requirements. Consult with faculty advisor(s).
Advancement to Candidacy for MA	Submit to the GSAO no later than the fifth week of the semester in which requirements for the degree will be completed.
Advancement to Candidacy for PhD	Available from the GSAO after passing the oral examination. Form must be submitted to Graduate Division by the department's prescribed time for advancement in order to be considered for the departmental research year grant and later to be eligible for the DCF. In addition, international students will receive a reduction in non-resident supplemental tuition (NRST).
Approval of Fields for PhD*	Must have fields approved before constituting the oral examination committee. Normally done by the end of the first year and no later than the semester <i>before</i> the term in which the doctoral qualifying examination is taken.
Archival Research Letter	The request form is available on the Department website under Graduate Program --> Current Students. Questions should be directed to the GSAO.
Change of Major or Degree Goal*	Requires approval of GAC and signature of Director of Graduate Studies. The deadline for change-of-major to History is December 1 for fall entry.
Constitution of the PhD Oral Qualifying Examination Committee*	Consult faculty in field and major professor. To complete the form, students should meet with the GSAO early in the semester prior to the semester in which they intend to take the examination.
Doctoral Completion Review	University form (available online) required yearly of all advanced (post-orals) candidates.
Filing Fee Application	Filing fee status is in lieu of registration for those about to file their dissertation. To be eligible, students must have been registered the previous semester and must apply online in CalCentral for filing fee by the end of the first week of classes in the semester in which they intend to file.
Fulfillment of Foreign Language by History 280, 285, or 299	Consult seminar instructor. Form should be completed at the beginning of the semester.
GSI/Reader Application	Due early February for the upcoming summer and the following academic year.
In Absentia Status (Reduced University Registration Fee)	Students advanced to doctoral candidacy may apply for <i>in absentia</i> status online via CalCentral for up to four semesters if the research is of a nature that makes it necessary to be completed outside of the Bay Area for an entire academic semester. Deadline is the first day of the semester. Form requires approval of both their major professor and the Director of Graduate Studies.
Progress Report	Departmental form required yearly of all pre-doctoral candidacy students.
Readmission Application*	Due early summer for the following fall and early fall for the following spring. If the student has been withdrawn for more than five years, the readmission application must be submitted by December 1 to the Admissions Advisor and the student must use the online Graduate Application for Admission and Fellowship, uploading all required materials. The student will then be reviewed against that year's applicant pool. Application is available on the Registrar's website.
Removal of Incomplete	Submit form to instructor when coursework is completed in order to officially have the grade recorded on the transcript.
SHIP Exemption	Waiver of health insurance fee due to comparable coverage. Apply to Tang Center.

APPENDIX E

Designated Emphases

A “Designated Emphasis” (DE) is defined as an area of study constituting a new method of inquiry or an important field of application relevant to two or more existing doctoral degree programs. Students are required to complete the academic work in the DE in addition to all the requirements of the doctoral program. There are no adjustments made to the normative time of the student’s major when a student undertakes a DE.

Students must apply to the host department of the DE. Application processes vary; please refer to each program’s website for more detailed information.

After admission to the DE, students must complete a “Change of Major or Degree Goal” petition signed by the DE’s Director of Graduate Studies and submit the form to the Graduate Services: Degrees Office (318 Sproul Hall). Students are required to be admitted to the DE before taking the qualifying examination since the student must have on the examination committee a representative of the DE so they can be examined in that area of study.

When students enrolled in a DE are advanced to candidacy, the advancement application must include the signature of the Director of Graduate Studies for the DE to signify that the dissertation committee has an appropriate representative of the DE in its membership. Prior to filing for the degree, a Final Report for the Designated Emphasis, verifying that all of the requirements for the DE have been met, must be submitted.

Students approved for a DE must include the name of the DE on the title page of the dissertation, following the major name. See “Instructions for Preparing and Filing Your Thesis or Dissertation,” available online at grad.berkeley.edu/policies/guides/dissertation.

List of Designated Emphases

Communication, Computation, and Statistics: eecs.berkeley.edu/CCS

Computational Science and Engineering: citris-uc.org/decse-student-checklist

Computational and Genomic Biology: qb3.berkeley.edu/designated-emphasis

Critical Theory: criticaltheory.berkeley.edu

Development Engineering: deveng.berkeley.edu

Dutch Studies: dutch.berkeley.edu/graduate/requirements-for-designation

Energy Science and Technology: me.berkeley.edu/graduate/degree-programs/special-programs-eps-de-deest/designated-emphasis-energy-science-and

Film Studies: fm.berkeley.edu/graduate/designated-emphasis

Folklore: folklore.berkeley.edu/program/designated

Global Metropolitan Studies: live-global-metropolitan-studies.pantheon.berkeley.edu/designated-emphasis

Jewish Studies: jewishstudies.berkeley.edu/courses-degree-programs/academic-degree-programs/#de

Nanoscale Science and Engineering: nano.berkeley.edu/educational/DEGradGroup.html

New Media: bcnm.berkeley.edu/academics/27/designated-emphasis-program

Renaissance and Early Modern Studies: rems.berkeley.edu/program

Science and Technology Studies: cstms.berkeley.edu/teaching/de-in-sts

Women, Gender, and Sexuality: womensstudies.berkeley.edu/graduate-programs/designated-emphasis

APPENDIX F

Graduate Division links

A PDF version of the Graduate Division's Graduate Student Handbook is available online at grad.berkeley.edu/wp-content/uploads/graduate-student-handbook.pdf.

Before You Arrive

Read the Graduate Student Handbook: grad.berkeley.edu/wp-content/uploads/graduate-student-handbook.pdf

Accepting Your Offer of Admission: grad.berkeley.edu/admissions/accepting

New Graduate Student Orientation: grad.berkeley.edu/students/welcome

Mandatory SV/SH Prevention Training: grad.berkeley.edu/sasv-prevention

CalCentral: calcentral.berkeley.edu

SIS helpdesk: sisproject.berkeley.edu/help

bConnected Campus Email and Calendar: bconnected.berkeley.edu

Register and Enroll

Check Your Registration Status: calcentral.berkeley.edu

Explore Course Offerings in the Berkeley Guide: guide.berkeley.edu

Enroll in Classes through CalCentral: calcentral.berkeley.edu

Tuition and Fees: registrar.berkeley.edu/tuition-fees-residency/tuition-fees

Academic Calendar: registrar.berkeley.edu/calendar?terms=current

Find Housing

Graduate Housing: housing.berkeley.edu/graduate

Cal Rentals: housing.berkeley.edu/calrentals

I-House: ihouse.berkeley.edu

GA's Housing Guide: ga.berkeley.edu/resources/housing-guide

Housing Tips: grad.berkeley.edu/news/featured/housing-tips

Getting Settled

Establishing Residency: registrar.berkeley.edu/tuition-fees-residency/residency-tuition-purposes

Cal 1 Card: cal1card.berkeley.edu

Student Records and Privacy: registrar.berkeley.edu/academic-policies-procedures/ferpa

Graduate Student Meal Plan: caldining.berkeley.edu/meal-plans/graduate

International Students

Berkeley International Office (BIO): internationaloffice.berkeley.edu

International Student Arrival Guide: grad.berkeley.edu/news/headlines/arrival-international-guide

Non-Immigrant Info Form (NIF): internationaloffice.berkeley.edu/students/new/nif

New International Student Resources: internationaloffice.berkeley.edu/students/new

International Student Orientation: internationaloffice.berkeley.edu/students/new/fall_orientation

Required Online Arrival Confirmation: internationaloffice.berkeley.edu/students/new/arrival-confirmation

Services for Student Parents

Academic Policies: grad.berkeley.edu/policy/degrees-policy/#f6-student-parent-policies

Early Childhood Education: ece.berkeley.edu

Emergency Back-up Childcare: backupchildcare.berkeley.edu

Financial Support for Student Parents: grad.berkeley.edu/financial/families

Student Parent Center: studentparents.berkeley.edu

Berkeley Parents Network: berkeleyparentsnetwork.org

Fellowships and Financial Aid

Financial Aid Office: financialaid.berkeley.edu/graduate-award-guide

Graduate Fellowships and Grants: grad.berkeley.edu/financial/fellowships

Fellowship Recipient Profile Form: fellowship.berkeley.edu

Financial Support for Student Parents: grad.berkeley.edu/financial/families

Campus Employment

Fee Remissions: grad.berkeley.edu/financial/fee-remissions

GSI Teaching and Resource Center: gsi.berkeley.edu

GSI, GSR, Reader, and Tutor Guide: grad.berkeley.edu/financial/graduate-student-employment/guide

Professional Development

Overview: grad.berkeley.edu/professional-development/about-gpd

Professional Development Guide: grad.berkeley.edu/professional-development/guide

Writing: grad.berkeley.edu/professional-development/graduate-writing-center

Teaching: gsi.berkeley.edu

Mentoring: grad.berkeley.edu/professional-development/mentoring

Career Planning: career.berkeley.edu

Partners & Resources: grad.berkeley.edu/professional-development/partners

Workshops & Other Events: grad.berkeley.edu/events/category/professional-development

Academic Milestones

Deadlines and Forms: grad.berkeley.edu/academic-progress/deadlines

Dissertation Writing and Filing: grad.berkeley.edu/academic-progress/dissertation

Thesis Writing and Filing: grad.berkeley.edu/academic-progress/thesis

Health and Wellness

University Health Services: uhs.berkeley.edu/ship

Student Health Insurance Plan (SHIP): uhs.berkeley.edu/insurance/ship-benefits

Counseling and Psychological Services: uhs.berkeley.edu/counseling

Recreational Sports: recsports.berkeley.edu

Outdoor Adventures: recsports.berkeley.edu/cal-adventures

Technology Resources

Educational Technology Services (ETS): www.ets.berkeley.edu

bCourses: bcourses.berkeley.edu

Classroom Technology Support: www.ets.berkeley.edu/services-facilities/classroom-technology-support

Software Central: software.berkeley.edu

Campus Wi-Fi: technology.berkeley.edu/wi-fi

Phishing: security.berkeley.edu/resources/phishing

Support Services

University Libraries: www.lib.berkeley.edu

Campus Safety: nightsafety.berkeley.edu

Campus Police: ucpd.berkeley.edu

Emergency Preparedness: oem.berkeley.edu

Parking and Transportation: pt.berkeley.edu/home

Student Legal Services: sa.berkeley.edu/legal

Ombuds Office: sa.berkeley.edu/ombuds

PATH to Care Center: sa.berkeley.edu/dean/confidential-care-advocate

Office for Prevention of Harassment & Discrimination: ophd.berkeley.edu

Food Pantry: pantry.berkeley.edu

Equity & Inclusion

Office of Graduate Diversity: diversity.berkeley.edu/programs-services/graduate

American Indian Graduate Program: diversity.berkeley.edu/programs-services/graduate/american-indian-graduate-program

Center for Educational Justice & Community Engagement: ejce.berkeley.edu

Disabled Students' Program: dsp.berkeley.edu

Gender Equity Resource Center: ejce.berkeley.edu/geneq

Undocumented Student Program: undocu.berkeley.edu

Getting Involved

Graduate Assembly: ga.berkeley.edu

Public Service Center: publicservice.berkeley.edu

All Student Organizations: berkeley.edu/campus-life/student-organizations

KALX Radio: kalx.berkeley.edu

Contact Graduate Division

grad.berkeley.edu/about-us/contact/