<table>
<thead>
<tr>
<th>Who should use this guide</th>
<th>who to contact</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part 1: The History PhD Program at Berkeley</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Introduction</td>
<td>Why study at Berkeley?</td>
<td>Applying (in brief)</td>
</tr>
<tr>
<td>Waiving credits</td>
<td>A special note to change-of-major applicants</td>
<td>A special note to new (entering) students: EmpowerU</td>
</tr>
<tr>
<td>Program fields and options</td>
<td>Selecting the two history fields</td>
<td>Selecting the third or outside field</td>
</tr>
<tr>
<td>MA requirements (en route to the PhD)</td>
<td>PhD coursework requirements</td>
<td>7</td>
</tr>
<tr>
<td>PhD foreign language requirements</td>
<td>Third semester examination</td>
<td>8</td>
</tr>
<tr>
<td>Third semester progress review</td>
<td>MA degree conferral</td>
<td>Yearly evaluations</td>
</tr>
<tr>
<td>Outcomes</td>
<td>Registration for Directed Dissertation Research</td>
<td>Advancing to PhD candidacy</td>
</tr>
<tr>
<td>Advancing to candidacy and the reduction of international student non-resident tuition</td>
<td>Candidate in Philosophy (CPhil) degree</td>
<td>Conference attendance</td>
</tr>
<tr>
<td>How and when to file the dissertation</td>
<td>Dissertation filing</td>
<td>Receiving a diploma</td>
</tr>
<tr>
<td>In absentia status</td>
<td>Withdrawal status</td>
<td>Parental leave</td>
</tr>
<tr>
<td>Certificate in Teaching and Learning in Higher Education</td>
<td>Summer Institute for Preparing Future Faculty</td>
<td>14</td>
</tr>
<tr>
<td>Dissertation Completion Support</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>Dissertation fellowships</td>
<td>University fellowships</td>
<td>Workshops on securing outside funding</td>
</tr>
<tr>
<td>Dissertation presentations</td>
<td>Placement</td>
<td>Deadlines</td>
</tr>
<tr>
<td>Part 2: Finances</td>
<td>17</td>
<td></td>
</tr>
<tr>
<td>Fees and expenses</td>
<td>International student fees</td>
<td>Budget requirements for visa documents</td>
</tr>
<tr>
<td>Entering students</td>
<td>Continuing students</td>
<td>Funding and change-of-major applicants</td>
</tr>
<tr>
<td>Tax credit information</td>
<td>International students and taxes</td>
<td>19</td>
</tr>
<tr>
<td>List of funding sources</td>
<td>20</td>
<td></td>
</tr>
<tr>
<td>Fellowships: Departmental</td>
<td>University</td>
<td>Extramural</td>
</tr>
<tr>
<td>Graduate Student Instructorships (GSIs)</td>
<td>English proficiency examination</td>
<td>Readerships</td>
</tr>
<tr>
<td>Graduate Student Research Assistantships (GSRs)</td>
<td>Other: Financial Aid Office (FAO)</td>
<td>Graduate student parents</td>
</tr>
<tr>
<td>Part 3: Other Information of Interest</td>
<td>23</td>
<td></td>
</tr>
<tr>
<td>Departmental appeals procedure</td>
<td>Disabled Students' Program</td>
<td>Non-discrimination statement</td>
</tr>
<tr>
<td>Appendix I: History Graduate Course List</td>
<td>24</td>
<td></td>
</tr>
<tr>
<td>Appendix II: Language Requirements by Field</td>
<td>25</td>
<td></td>
</tr>
<tr>
<td>Appendix III: Options for Fulfiling Foreign Language Requirements in Most Fields</td>
<td>28</td>
<td></td>
</tr>
<tr>
<td>Appendix IV: History Faculty</td>
<td>29</td>
<td></td>
</tr>
<tr>
<td>Current faculty</td>
<td>29</td>
<td></td>
</tr>
<tr>
<td>Adjunct faculty</td>
<td>Emeritus faculty</td>
<td>31</td>
</tr>
<tr>
<td>Other faculty affiliated with the History Department</td>
<td>32</td>
<td></td>
</tr>
<tr>
<td>Appendix V: Interdisciplinary Studies</td>
<td>33</td>
<td></td>
</tr>
<tr>
<td>Appendix VI: Forms</td>
<td>34</td>
<td></td>
</tr>
</tbody>
</table>
Who should use this guide?
The Higher Degrees program guide has been prepared for two audiences: 1) prospective students interested in finding out about Berkeley History degree offerings and 2) current students enrolled in our graduate program. Here you can find detailed information about the degree offerings in the department (part 1), about fees and expenses and opportunities for fellowships, financial aid, and employment (part 2), and other items of interest such as departmental appeals procedures and appendices pertaining to courses, language requirements, faculty, interdisciplinary opportunities, and program forms (part 3). Please read carefully and retain your copy for future reference. The information in this guide is subject to modification.

Who to contact
Prospective and newly admitted students
The **Graduate Admissions, Recruitment, and Outreach Advisor**, Erin Leigh Inama, is responsible for informing prospective students about degree offerings and application procedures and policies. She also works with newly admitted students during the recruitment and acceptance/declination process. She can be reached via phone at (510) 642-2378 or via email at histadm@berkeley.edu. Her office is in 3312 Dwinelle Hall.

Current students
The **Graduate Assistant**, Mabel Lee, assists both faculty and students in the day-to-day administration of the graduate program. Since no handbook can answer all questions students may have about the program, students are encouraged to consult regularly with the Graduate Assistant or with their faculty advisor. Forms needing the signature of the Head Graduate Advisor may be submitted to the Graduate Assistant for circulation to the Head Graduate Advisor for signature. Mabel can be reached via phone at (510) 642-2034 or via email at mabel@berkeley.edu. Her office is in 3310 Dwinelle Hall.

The **Head Graduate Advisor** chairs the Graduate Advisors Committee and is the department's official faculty liaison for the graduate program. Acting in this capacity, the Head Graduate Advisor signs all correspondence sent by the department to the Graduate Division, including everything from routine petitions, such as Advancement to Candidacy forms, to requests for exceptions to policy. The Head Graduate Advisor can be reached via email at history-gradadvisor@berkeley.edu.

The **Graduate Advisors Committee (GAC)** administers the graduate program. First-year students are assigned to a graduate advisor once they arrive at Berkeley. First year students must meet with their advisor and/or the Head Graduate Advisor before the beginning of classes and they are encouraged to confer with their advisor regularly during the course of their study. Collectively, the GAC considers student petitions, reviews students for continuation in the program, appoints the Committee of Language Examiners and coordinates that committee's work, and makes recommendations concerning the graduate program to the department.

The **History Graduate Association (HGA)** is a student organization established to further the interests of all history graduate students. Each year the HGA elects a council as its representatives. The HGA participates in the fall orientation of new students and the spring visit day for admitted students and plans occasional social functions. More importantly, the group discusses, investigates, and communicates concerns that students may have about the graduate program. The HGA can be reached via email at berkeleyHGA@gmail.com.

The **Graduate Policy Committee (GPC)** is a subcommittee of the Graduate Advisors Committee and the History Graduate Association and is concerned with graduate program policies. Faculty and student groups or individuals may place proposals, complaints, or other matters of graduate policy on the agenda of this joint faculty-student committee. The recommendations of the GPC are submitted to the GAC and then to other appropriate bodies.

Students and graduates on the job market
The **Graduate Admissions, Recruitment, and Outreach Advisor** is also responsible for helping students and recent graduates through the job search process. Please find her contact information above. Additionally, each year the Head Graduate Advisor appoints members of the faculty to guide and assist students through the job search process. Erin can put you in touch with these professors.
Introduction
The Berkeley Department of History represents a rich spectrum of research interests, collaborations, and approaches spanning 16 established fields of history: Africa, America Since 1607, Ancient Greece and Rome, Britain, Byzantine, Early Modern Europe, East Asia – China, East Asia – Japan, Jewish, Late Modern Europe, Latin America, Medieval, Middle East, Science, South Asia, and Southeast Asia. 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.

Comprising the department are over 50 full-time faculty members, a number of distinguished emeritus faculty and visiting professors, 190 graduate students, and 10 support staff. Our department is the center of a history community at Berkeley that also includes faculty, professionals, and student colleagues from other departments and campus entities such as the area studies centers, the Townsend Center for the Humanities, the campus archives, and informal study groups.

Why study at Berkeley?
* The Berkeley doctoral program is presently ranked no. 1 in the nation, according to the most recent US News and World Report. We share this distinction with Princeton and Yale.

* The department’s faculty has been honored with four MacArthur Foundation “Genius” awards, more than a dozen Guggenheim Fellowships, and a Mellon Foundation Distinguished Achievement Award. The quality of our research has been recognized with myriad book prizes and our dedication to teaching and mentoring has also been honored with awards.

* In addition to the main library and the Bancroft (our rare book and manuscript library), there are 11 specialized libraries on campus with more than two dozen special collections and over 10 million volumes. These resources are enhanced by borrowing privileges at Stanford’s libraries and by access to the holdings of the nine other University of California campuses. The Bancroft holds over 60 million manuscript items and has particular strengths in the history of western North America (including California, Mexico, and Central America), the history of science and technology, major European and American authors (especially the Beat Generation), and the largest collection of papyrus documents in the western hemisphere (the Center for the Tebtunis Papyri).

* More than 60 ancient and modern languages are taught on the Berkeley campus, placing us among the top five universities in the country in terms of the breadth of our language offerings. If there is a language you need for your research, you can learn it here.

* While pursuing a doctorate in history, you can also earn a concurrent PhD in Medieval Studies or a designated emphasis in areas such as Communication, Computation, and Statistics; Critical Theory; Dutch Studies; Film Studies; Folklore; Global Metropolitan Studies; New Media; Renaissance and Early Modern Studies; and Women, Gender, and Sexuality.

* In 2012 and 2013, recent graduates of the program have received tenure-track jobs at schools including American University of Paris, Baruch College, Boston College, Brown University, College of Staten Island, Illinois State University, Mount Holyoke, New York University, Southern Illinois University, University of Colorado, University of Colorado - Denver, University of Connecticut, University of Kansas, University of Massachusetts, University of Michigan, University of San Francisco, Wellesley College, Western Washington University, University of Wisconsin - Superior, and, of course, right here at the University of California. A number of others have received prestigious postdoctoral fellowships such as the Andrew W. Mellon Postdoctoral Fellowship in the Humanities.

Applying (in brief)
The Berkeley History program admits only the strongest applicants who intend to devote full-time study towards attaining the doctoral degree (PhD) in history. We do not offer a stand-alone or terminal master’s degree, but students who enter the program without an MA in history may receive an MA en route to the PhD (more information about this is provided below). The department does not grant deferrals to those offered admission, so individuals should apply only for the academic year of intended enrollment.
Although most admitted students have an undergraduate major or a master’s in history or its equivalent, we accept applications from able students who have majored in other disciplines but who have acquired the historical background and other skills (e.g., languages) necessary to be competitive within the applicant pool. A master’s degree is not required for admission.

On the graduate application, all applicants should indicate their degree goal is the PhD and also indicate their first field of emphasis from among the “established fields of history.” Unlike some programs, our department does not require that entering students be “sponsored by” a single faculty member under whose guidance they will proceed in the program. Rather, upon entry, a student is encouraged to explore connections and collaborations with a number of faculty inside and outside their field of concentration before settling on the composition of their orals and dissertation committees. So that we may anticipate these possible collaborations, we ask applicants to list on the application those faculty members whose research is of particular interest.

To access complete information about how to apply to the Berkeley History Department, please see our Admissions website at history.berkeley.edu/graduate/admissions/index.html.

Waiving credits
A student who has completed graduate coursework at another institution may petition to have typically no more than two courses used in lieu of our PhD course requirements. Syllabi, papers, examinations, and other clear evidence that there is course equivalency should accompany the petition, which must be approved by the Head Graduate Advisor. Courses from another university, if accepted, will be accepted internally and will not be transferred to the Berkeley transcript. Credits used towards fulfillment of the MA degree must be Berkeley courses, with the exception of language courses.

A special note to change-of-major applicants
If you are or ever were a Berkeley graduate student, you are a change-of-major applicant. First, you should contact the department to identify yourself. Second, rather than submit an online application through UC Berkeley’s Jazzee system, you will need to submit a paper “Graduate Petition for Change of Major or Degree Goal.” Third, you should be aware that the Graduate Division starts the normative time clock for all graduate students upon their matriculation at the University. So, for example, if you have spent two years in another program, your first year in the history doctoral program would be considered your third year by the University for the purposes of determining your time to advancement to candidacy for the PhD and your eligibility for the Dean’s Normative Time Fellowship (DNTF; for those who entered prior to 2010) or for the Doctoral Completion Fellowship (DCF; for those who entered in 2010 and after). If you wish to have your normative time clock reassessed (rolled back one or more semesters), you should petition the Graduate Dean soon after entry into our program so that you will know how much time you have to advance to doctoral candidacy to qualify for the DNTF/DCF. (Please refer to the section on Financial Support to see the potential impact on funding packages for change-of-majors.)

A special note to new (entering) students: EmpowerU
The University of California now requires a violence prevention education session, entitled EmpowerU, for all incoming students. You have until the end of your first semester to complete this. To fulfill the requirement, sign up for a session at geneq.berkeley.edu/empoweru.

PhD progress requirements at a glance
Typically two graduate courses per semester, taken for a letter grade; progress toward fulfillment of at least one foreign language requirement by the end of the first year; completion by the first year and in the first field of any combination of graduate courses number 275 and 280 and if possible one 285; minimum overall GPA 3.0 and history graduate course GPA 3.5; yearly evaluation; passing of the third semester examination; fulfillment of all course requirements (at least 34 units) and language requirements before taking the doctoral qualifying examination; passage of the PhD qualifying examination, taken no later than the end of the spring semester of the third year for students in a six-year field and by the end of the spring semester of the fourth year for students in a seven-year field; advancement to doctoral candidacy (including approval of a dissertation committee and written dissertation prospectus); enrollment in Directed Dissertation Research 296; after advancing, submission of annual progress reports by doctoral candidates; submission of the dissertation by the end of the sixth or seventh year (depending on field).
Program fields and options
The program prepares the student in three selected fields of study: two fields of history (called the first field and the second field) and one field in another discipline (called the third or outside field). Students indicate their choice of the first field at the time of application to the program and they decide upon the second and outside fields by the end of the first year of study. Students are bound by normative time requirements of the first field. The Graduate Advisors Committee must formally approve the selection of these fields, normally by the end of the first year.

Fields
1. Africa
2. America Since 1607
3. Ancient Greece and Rome*
4. Britain
5. Byzantine
6. Early Modern Europe
7. East Asia – China
8. East Asia – Japan
9. History of Science
10. Jewish History
11. Late Modern Europe
12. Latin America
13. Medieval
14. Middle East
15. South Asia
16. Southeast Asia

* MA students in Ancient Greece and Rome define their field as either Ancient Greece or Ancient Rome; PhD students define their field as Ancient Greece and Rome or Rome and Late Antiquity.

Selecting the two history fields
Option A: Established Fields of History. A first field and a second field may both be selected from the established fields of history.

Option B: Thematic focus. With the approval of the Graduate Advisors Committee, students may give their second field a thematic focus, e.g., “Latin American Intellectual History,” “U.S. Labor History,” etc. The GAC will not approve programs in which the first and second fields focus exclusively on a single country or region.

Option C: Comparative focus. With the approval of the Graduate Advisors Committee, students may define their second field by a topic of interest studied in a comparative framework. Comparative fields should cover three countries or regions (one of which may be included in the first field) and should afford a broad geographic and temporal coverage. For example

<table>
<thead>
<tr>
<th>First Field</th>
<th>Second Field</th>
</tr>
</thead>
<tbody>
<tr>
<td>America Since 1607</td>
<td>History of Religion (US, Italy, and Germany between 1789 and 1945)</td>
</tr>
<tr>
<td>Latin America</td>
<td>Industrial Revolution (Brazil, England, and Japan)</td>
</tr>
<tr>
<td>Britain</td>
<td>Rural History (England, China, and the Middle East)</td>
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Option D: Two equal first fields. Students who wish to emphasize the first and second fields equally must take a minimum of two graduate seminars in any combination of 275s and 280s in each field and at least one 285 in each field. They must also meet the language requirement in each field. Their normative time to advancement to candidacy and time-to-degree remain that of the field of entrance.

Selecting the third or outside field
The third or outside field for the PhD program 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.

Length of study
Students in fields with a six-year time-to-degree (meaning they are expected to complete all PhD program requirements in six years) can expect to spend three years completing coursework, one to two years doing dissertation research, and one to two years writing the dissertation. Fields with a six-year time-to-degree are America Since 1607, Britain, Early Modern Europe, History of Science, Late Modern Europe, Latin America, and Southeast Asia.

Students in fields with a seven-year time-to-degree (meaning they are expected to complete all PhD program requirements in seven years) are given an additional year to complete coursework, given the extensive language preparation required
for these fields. **Fields with a seven-year time-to-degree are** Africa, Ancient Greece and Rome, Byzantine, East Asia – China, East Asia – Japan, Jewish History, Medieval Europe, Middle East, and South Asia.

**MA requirements (en route to the PhD)**

Students who do not already have a master's degree in history have MA/PhD as their designated degree goal and should file for MA candidacy at the beginning of the term in which they will have fulfilled the MA degree requirements as stated below. Students who have already received an MA in history (or an equivalent discipline) at Berkeley or at another institution are not eligible to receive a second MA.

1. **MA coursework (minimum requirements)**

All coursework counted towards the MA degree must be taken at Berkeley.

**A. 12 units in the first field:** two graduate seminars in any combination of 275s and 280s (both must be completed by the end of the first year) and one 285 (which should be completed by the end of the first year if possible).

Students in the fields of East Asia – China and East Asia – Japan have one additional required 4 unit seminar. Students in East Asia – China must take a reading seminar (280) or a survey seminar (275) in Japanese history. Students in East Asia – Japan must take a reading or survey seminar in Chinese history. Exceptions require approval of the Graduate Advisors Committee.

Students in the field of History of Science must take, in addition to other required coursework, the historical colloquium (290) in each semester of their first two years. The 290 is worth 1 unit and is graded on a S/U basis.

**B. 12 other course units** chosen from any combination of graduate history courses taken for a letter grade. Toward this 12 unit course requirement, students may apply one upper-division undergraduate course in history or language and one graduate course in a field other than history (this course may also be used to satisfy the outside field PhD requirement).

Students should carefully calculate their units to meet the 24 unit MA requirement, as some upper-division and outside field courses are only worth 3 units. It is recommended that students look ahead to the PhD program and select courses that will meet their future PhD course requirements.

2. **Language**

Students must complete one foreign language from their first field to be eligible for the MA degree. They are advised to enroll in language courses beginning their first semester. Those who are unable to keep to this timetable should consult with their faculty advisor(s) and devise a plan, as all language requirements must be fulfilled before the PhD qualifying exam at the end of the third or fourth year (depending on field). Please see Appendix II for a list of language requirements by field and Appendix III for options for fulfilling the language requirements.

3. **Pass the third semester exam**

**PhD coursework requirements**

A general course list is available in Appendix I. For more course details, see [history.berkeley.edu/graduate/courses](http://history.berkeley.edu/graduate/courses).

Students complete a minimum of 34 course units, not including language, and maintain a minimum overall grade point average of 3.0 (3.5 or above in history graduate courses). Courses that are being applied to the program must be taken for a letter grade. Students typically take a minimum of two graduate courses per semester, plus any additional language preparation required by their field. Students holding a Graduate Student Instructor (GSI) appointment can opt to reduce their course load by one graduate course in the term of the appointment as long as they are able to complete all coursework requirements by the prescribed time to advancement to doctoral candidacy for their field. Separate fields may require additional coursework and may also define the nature of the outside field more precisely. With the approval of the Graduate Advisors Committee, students may occasionally substitute History 299 courses for the required courses defined below. The required coursework is distributed as follows.

**A. 12 to 16 units in the first field:** two graduate seminars in any combination of 275s and 280s (both 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 in the fields of East Asia – China and East Asia – Japan** have one additional required 4 unit seminar. Students in East Asia – China must take a reading seminar (280) or a survey seminar (275) in Japanese history. Students in East Asia – Japan must take a reading or survey seminar in Chinese history. Exceptions require approval of the Graduate Advisors Committee.

**Students in the field of History of Science** must take, in addition to other required coursework, the historical colloquium (290) in each semester of their first two years. The 290 is worth 1 unit and is graded on a S/U basis.

**B. 8 to 12 units in the second field:** two graduate seminars in any combination of 275s and 280s or one 285 and either one 275 or one 280. Students with equal first and second fields must take a minimum of two graduate seminars in any combination of 275s and 280s in each field and at least one 285 in each field. Students choosing this option must meet the language requirement in each field.

**C. 3 to 4 units in the third field:** one graded course in a field and department other than history.

**D. 4 units of methodology:** Historical Method and Theory (283). Students are strongly encouraged to take this course in their first or second year.

**E. 2 units of pedagogy:** Teaching History Pedagogy Seminar (formerly 300, now 375). A pedagogy course is required of all first-time Graduate Student Instructors (GSIs). Students are strongly encouraged to take the Department of History’s 375, which is offered in the fall semester only.

**PhD foreign language requirements**
The language requirements for the PhD vary by field between one and four. Students whose field requires two or more languages are advised to come to the program with significant preparation in the languages most critical to the field (e.g., students in medieval history should have intermediate Latin at the time of application). Students should attempt to complete one foreign language applicable to the selected field by the end of the first year. Please see Appendix II for a list of language requirements by field and Appendix III for options for fulfilling the language requirements. Students must satisfy all language requirements before taking the doctoral qualifying examination. Faculty in the field can help students make a plan for completing the requirements.

**Third semester examination**
In the third semester, all students are examined for general command of the history and scholarship in their first field. Students taking the exam will be expected to display, at minimum, textbook-level knowledge of their fields and/or a thorough mastery of the materials covered in the courses they have taken at Berkeley. A minimum program of three seminars or its equivalent (275s, 280s, and/or 285s), two of which must be in the first field, is a prerequisite to the examination. Examinations may be oral or written or both (depending on the field) and are graded pass/fail. The Graduate Advisors Committee appoints third semester exam committees, consisting of three faculty members and chaired by a member of the GAC. The exam committees draft and grade the written examinations, administer the oral examinations, and report the results to the GAC.

**Fields with oral third semester examinations:** Africa, America Since 1607, Britain, Early Modern Europe, Jewish History, Late Modern Europe, Latin America, South Asia, and Southeast Asia.

The oral examinations are approximately one hour long.

**Fields with written third semester examinations:** Ancient Greece and Rome, Byzantine, East Asia – China*, East Asia – Japan*, History of Science**, and Middle East.

Except for the two East Asian fields and History of Science, written exams are three hours long and are closed book.

* The third semester examination in East Asian history is a three-hour written exam designed to test the candidate’s knowledge of both Chinese and Japanese history. It consists of five sections, three of them dealing with Chinese history (Early China, the Middle Period, and Modern China) and two with Japanese history (pre-1600 Japan and post-1600 Japan). Each section offers a choice of two essay questions so that a total of ten questions is posed. Students must answer two questions total, one about Chinese history and one about 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 Mabel, the Graduate Assistant, by 5:00pm the same day. The following regulations apply: a) answers must be submitted as standard text attachments (preferably Word documents); b) answers must be submitted as well-constructed essays no longer than 1,200 words each; and c) the completed exam must be concluded by the following statement and signed electronically: “I, [ENTER NAME], wrote this examination entirely on my own, without any consultation (including editorial or proof-reading assistance) of any other person. All quotations or paraphrases of sources (whether print or electronic) are fully acknowledged. This examination – in structure, content, and analysis – is my own original work.”

** History of Science students take two three-hour written third semester examinations on successive days or, if they desire, in a single day. This is a take-home exam. The Graduate Assistant will email the questions to their email address on file and students will likewise return their answers via email to her at mabel@berkeley.edu. Students may use books and notes and may access the Internet for reference purposes.

**Fields with written and oral third semester examinations:** Medieval.

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

**Third semester progress review**
The third semester progress review is a comprehensive evaluation of student performance in courses and seminars, progress towards fulfilling language requirements, and third semester examination results. Based on the review, the student will be continued in or terminated from the program. Students who are earning the MA while progressing towards the PhD will at this point either be a) continued in the program with the award of the MA degree (if the requirements have been fulfilled and the student does not already have an MA in History from another institution), b) discontinued with award of the MA degree (if the requirements have been fulfilled and the student does not already have an MA in History from another institution), or c) discontinued without degree.

**MA degree conferral**
Master’s degrees are conferred at the end of the fall and spring semesters. They are not awarded automatically. If you are planning to earn an MA, you must file for advancement to MA candidacy by the end of the fifth week of classes in the semester in which you expect to complete the requirements for the degree. Advancement to MA candidacy applications may be picked up from the Graduate Assistant. Diplomas will be available at the Registrar’s Office approximately five months after the conferral of the degree.

**Yearly evaluations**
Students in the program (both pre- and post- qualifying exam) are evaluated yearly by the Graduate Advisors Committee. Those in the pre-orals stage will complete the department’s Review of Progress form and those advanced to doctoral candidacy will complete the Berkeley Graduate Council’s “Report on Progress in Candidacy in the Doctoral Program.” The latter must meet with a member of their dissertation committee to complete the form (unless they are not in residence). The Graduate Assistant will make these forms available in the spring semester. Failure to submit either form may also result in the loss of guaranteed funding previously offered. There will be two categories of evaluation: satisfactory progress and unsatisfactory progress. Students deemed to be making satisfactory progress will be eligible for fellowship and teaching awards. Students not making satisfactory progress will be notified in writing and may be terminated from the program or may lose any guaranteed funding previously offered. Students must maintain a 3.5 or higher GPA in graduate history courses to be eligible for department funding.

**PhD qualifying examination**
The PhD oral qualifying examination is taken by the end of the spring semester of the third year in fields with a six-year time-to-degree and by the end of the spring semester of the fourth year in fields with a seven-year time-to-degree. Failure to complete the qualifying exam and advance to candidacy within normative time (the prescribed time-to-degree for a field) has serious financial consequences, including loss of departmental and University aid. All language requirements
and coursework must be fulfilled and all incompletes removed before taking the examination. In planning for their qualifying exam, students should consult with their proposed committee members to make certain they will be available to participate. Students should notify the Graduate Assistant by completing the departmental form “Constitution of the PhD Oral Qualifying Exam Committee.” This form should be submitted at least two months in advance of the proposed examination date; exceptions to this require the approval of the Graduate Advisors Committee. There is an additional Graduate Division form, the “Application for the Qualifying Examination,” that must be submitted to Graduate Division at least three weeks in advance of the orals date. There are no exceptions to the Graduate Division deadline. This means that any petition for an exception to the committee composition must be approved before the application can be sent to Graduate Division.

The exam committee is composed of two history faculty members who will examine in the first field, two history faculty members who will examine in the second field, and a faculty member from another department who will examine in the outside field. A first field professor who is not the student’s proposed dissertation advisor will normally chair the committee. The chair and outside member must be members of the Berkeley Division of the Academic Senate (tenured or tenure-track faculty). Please be sure to check that these two professors meet this requirement. The GAC and the Dean of the Graduate Division must formally approve the composition of the exam committee.

The exam tests the candidate’s mastery of the factual information and theoretical concepts absorbed through coursework and seminar research in the three fields approved for the doctoral program. It also assesses the candidate’s readiness to enter the dissertation research phase of the program.

The exam is oral and lasts between two and three hours. As a general rule, each examiner has twenty minutes to ask questions. A shorter follow-up round is possible after each examiner has had his/her twenty minutes. The oral exam may also, at the student’s option, have a written component. Two weeks prior to the oral exam, students who choose the written option will be offered three topics in each of the two history fields. The candidate will select one topic in each field as the subject of an essay of the approximate scope of an upper-division undergraduate lecture and will be given a week to write the essays, using any reference material or other resources desired. The exam committee will then read the two essays and, as part of the oral exam, ask the candidate to discuss and defend the ideas presented therein. This written component is an integral part of the PhD examination and not a separate test to be passed or failed alone. Students who choose this option must consult with their faculty advisor and examiners in the two history fields and then inform the Graduate Assistant no later than five weeks prior to the date of the oral exam. A copy of each essay will be placed in the student’s folder at the time of the PhD exam.

**Outcomes**

At the conclusion of the PhD oral qualifying exam, the committee may advise the Dean of the Graduate Division that the student has either a) passed the exam and should be continued in the program, b) failed the exam but should be re-examined after at least three months have passed, or c) failed the exam and should be discontinued without re-examination.

**Registration for Directed Dissertation Research**

After passing the PhD oral qualifying examination, unless they are on approved withdrawal status, students register for History 296: Directed Dissertation Research until the dissertation is completed and filed with the Graduate Division.

**Advancing to PhD candidacy**

In order to advance to PhD candidacy, the student must a) pass the qualifying exam, b) obtain approval from the Graduate Advisors Committee for the composition of their dissertation committee (consisting of two members from the history department and one member from another department), and c) present the dissertation committee a written dissertation prospectus. After the committee has met with the student and approved the prospectus, the student will submit the “Application for Candidacy for the Doctoral Degree” form to the Graduate Division for formal approval.

Human subjects and animal protocol: If your research project involves human subjects (including interviews), you must take the online Collaborative IRB Training Initiative (CITI) course and print out the certification of completion before you can submit the paperwork to advance. If your project involves vertebrate animals, you must obtain prior approval from the Animal Use and Care Committee and the Graduate Division.
Students should aim to advance in strict accordance with the timetables outlined below in section A or B (as applicable) in order to qualify for the Dean’s Normative Time Fellowship (DNTF; for those who entered prior to 2010) or for the Doctoral Completion Fellowship (DCF; for those who entered in 2010 and after).

A. This section applies only to students who entered before Fall 2010

Advancing to PhD candidacy and the Dean’s Normative Time Fellowship (DNTF). For students who entered prior to 2010, the Graduate Division awards a Dean’s Normative Time Fellowship (DNTF) consisting of two semesters of stipend and fees to students who advance to PhD candidacy within the normative time established for their field. Students in six-year time-to-degree fields are awarded the DNTF provided that the doctoral qualifying exam is passed by the end of the spring semester and advancement is completed by June 30 of their third year. Students in seven-year time-to-degree fields are awarded the DNTF provided that the doctoral qualifying exam is passed by the end of the spring semester and advancement is completed by June 30 of their fourth year. Students who entered in 2007, 2008, and 2009 will normally use the DNTF during their research year, which is the year immediately following their orals; the DNTF can be deferred to a later year if the student obtains other sources of funding for the research year. In either case, students must use their DNTF within normative time.

B. This section applies only to students who entered in Fall 2010 and after

Advancing to PhD candidacy and the Doctoral Completion Fellowship (DCF). For students who entered in 2010 or after, the Graduate Division awards a Doctoral Completion Fellowship (DCF) consisting of two semesters of stipend and fees to students who submit a progress report and advance to PhD candidacy within the normative time established for their field. Students in six-year time-to-degree fields are awarded the DCF provided that the doctoral qualifying exam is passed by the end of the spring semester and advancement is completed by June 30 of their third year. Students in seven-year time-to-degree fields are awarded the DCF provided that the doctoral qualifying exam is passed by the end of the spring semester and advancement is completed by June 30 of their fourth year. Students will normally use the DCF during their research year, which is the year immediately following their orals; the DCF can be deferred to a later year if the student obtains other sources of funding for the research year. In either case, students must use their DCF within four years of advancing to candidacy. Students who receive the DCF are not eligible for any further university employment or funding (except loans) after one year past their normative time-to-degree (NTD + 1). International students who wait to use the DCF in Year NTD + 1 will be expected to pay non-resident student tuition for that year.

Note: The DNTF and the DCF may be supplemented by only a single one-semester appointment as a GSI, GSI/Acting Instructor, GSR, reader, or tutor and for no greater than 25% time (10 hours per week). For students who are eligible for two semesters of DNTF or DCF, the 25% time appointment may be taken in only one of the two semesters.

Advancing to candidacy and the reduction of international student non-resident tuition

International students are eligible for a 100% reduction in non-resident tuition for three consecutive years from the date they advance to PhD candidacy, whether registered or not. Any such student who continues to register after receiving the reduction for three years will be charged the full non-resident tuition rate effective at that time. Advancement does not reduce in-state fees.

Candidate in Philosophy (CPhil) degree

Doctoral candidates who wish to receive a Candidate in Philosophy (CPhil) degree, which gives formal recognition to the completion of all requirements for the PhD except the dissertation, must notify the Graduate Assistant before the end of the fifth week following the semester of advancement.

Conference attendance

It is expected that doctoral students will participate in professional conferences as part of their necessary job market preparations. The department and the University support and facilitate this expectation in a number of ways, for example through faculty guidance, release time from expected course attendance and other obligations, and funding. For more information about funding opportunities available on campus to support conference attendance, please see grad.berkeley.edu/financial/pdf/travel_grants.pdf and ga.berkeley.edu/funding/travel-grants.
How and when to file the dissertation
A booklet of instructions on preparing and submitting a dissertation is available online at grad.berkeley.edu/policies/guides/dissertation-filing. All dissertations are now submitted digitally. The booklet specifies formatting requirements, filing procedures, and copyright information. With digital filing, your dissertation will be freely available via the library's website two years after the filing date unless you request a longer withholding period on the “Dissertation Release Form.” Students are strongly advised to discuss with their dissertation chairs withholding access for five years to protect research, particularly in archival sources, until published in monograph form. Students completing requirements for a fall degree must file their dissertation with the Graduate Division by the last working day of the fall semester; students completing requirements for a spring degree must file by the last working day of the spring semester (specific deadline dates are available at the beginning of the academic year). It is strongly recommended that a copy of the final draft of one's dissertation be given to each dissertation committee member.

Dissertation filing
Students must be on approved filing fee status or be registered in the term the dissertation is filed. Students registering in the summer must enroll in at least three units during any of the sessions (A, B, C, D, or E) and have until the end of that session to file; the degree itself will be conferred the following fall.

Receiving a diploma
Graduating students must update their address on BearFacts so that the Registrar's Office can send them their diploma by postal mail. Please be sure that the section you update is the diploma section of the directory.

Filing fee status
The filing fee permits eligible doctoral students to pay one-half the student services fee (or approximately $250) in lieu of full registration fees the semester they intend to submit their dissertations. Students must apply to the Graduate Division for this status and it is approved only for students who have been continuously enrolled during all periods of study and research that have required the use University facilities or faculty consultation and who were registered the previous semester. Students must apply for the filing fee before the beginning of the semester in which they intend to submit their dissertations. Filing fee status is not equivalent to registration (students may not take coursework or use any University facilities not accorded the general public) and is approved only once for eligible students. If they do not complete final degree requirements by the end of the term, students must register and pay regular fees during the semester in which they do complete those requirements. Students on approved filing fee status can purchase health insurance and a library card with a memo from the Graduate Assistant.

Normative time-to-degree
The normative or expected time-to-degree of a history PhD candidate is six or seven years, depending on the first field, as declared upon admission to the program. Students in fields in which the language requirement can be fulfilled within the first three years are expected to complete their coursework and language requirements, pass their orals, and advance to PhD candidacy in three years and to research and write the dissertation in an additional three years, for a total of six years to obtain the degree. Students whose fields demand extensive language training have four years to advance to PhD candidacy and an additional three years to research and write the dissertation, for a total of seven years to obtain the degree. Failure to complete the qualifying exam and advance to candidacy within normative time has serious financial consequences, including loss of departmental and University aid. Unless on approved withdrawal status, students must register until they complete all requirements for the PhD degree.

Fields with a six-year time-to-degree: America Since 1607, Britain, Early Modern Europe, History of Science, Late Modern Europe, Latin America, and Southeast Asia.


Registration
Students are required to register throughout their graduate student careers. The only exceptions are those semesters during which they officially withdraw from the University or are on filing fee status. Students may not register and enroll after the award of the degree for which they are admitted unless they have been approved for a new degree goal or
Students are expected to register full-time in each semester (12 graduate units or the equivalent).

**In absentia status**

*In absentia* status is a form of registration available to graduate students who are advanced to doctoral candidacy and undertaking research (related to their degree program) outside of California for an entire semester. Students registered *in absentia* are only assessed health insurance fees (approximately $1150 per semester) and 15% of the combined tuition and student services fees (approximately $915 per semester). Applications are due by July 15 for the fall semester and December 9 for the spring semester. Students may hold University fellowships and GSR appointments during the *in absentia* period (but may not hold GSI, reader, or tutor appointments). Upon approval of the Graduate Dean, students may use *in absentia* status for a maximum of four semesters.

**Withdrawal status**

Unless on approved withdrawal status, students must register until they complete all requirements for the PhD degree. Those with outstanding loans should consult with their lender regarding deferment of loan payments. International students should consult with the Berkeley International Office (BIO) about maintaining visa status while withdrawn. Students withdraw by cancelling their registration for the following term through TeleBears. Students remain on withdrawn status until they apply for readmission. Email addresses of withdrawn students remain active for 274 days before expiring; students anticipating remaining withdrawn for longer than 274 days can arrange to have their access extended for up to two years but must arrange to withdraw through the Graduate Assistant instead of TeleBears. Withdrawn students can purchase a library card with a memo from the Graduate Assistant.

**Parental leave**

In recognition of the physical demands of childbearing, a woman anticipating childbirth is entitled to receive an extension of up to one extra year for passing preliminary examinations and qualifying examinations and an extension of up to one extra year toward normative time completion while in candidacy. A woman or man experiencing other extraordinary parenting demands, such as the serious illness of a child, is entitled to receive an extension of up to six extra months for passing preliminary examinations and qualifying examinations and an extension of up to six extra months towards normative time completion while in candidacy. However, the total additional time granted by this policy cannot exceed two years, no matter how many children are involved. The Head Graduate Advisor’s endorsement is required when the request is sent to the Graduate Division for review.

**Health insurance for non-registered students**

Non-registered UC Berkeley students on approved filing fee or withdrawal status can voluntarily enroll in SHIP (the Student Health Insurance Plan) for a maximum of two semesters. The student must have been covered by the plan immediately preceding the term for which s/he wants to purchase coverage. Voluntary non-registered student enrollment must be completed within the enrollment period. The enrollment period for the fall semester is July 15 to September 15 and the enrollment period for the spring semester is December 15 through February 15.

**Lapsing**

Students who do not complete requirements for the degree within five years after advancing to doctoral candidacy will have their candidacy lapsed by the Graduate Division. Students have the opportunity to request an extension of candidacy for up to one year. Lapsing is a probationary status that usually lasts two years. Lapsed students can request reinstatement at the time a complete draft is submitted to his/her committee if previously completed requirements, such as coursework, languages, and qualifying exam, are still valid. The Dean of the Graduate Division reviews requests for reinstatement.

**Academic job placement**

History graduate students should begin preparing for the academic job market the spring semester prior to the academic year in which they will begin to apply for jobs (which will start the following academic year). Students should plan to have at least two dissertation chapters done by the time they start to apply and they should be prepared to file before they start a job. The department provides resources to facilitate the process, including a series of workshops (in May, September, and December) on preparing for the job market and one-on-one advising by faculty and staff. The Berkeley Career Center also offers assistance in joining the job market. For more information on Career Center resources, please
see career.berkeley.edu/PhDs/PhDs.stm.

**Certificate in Teaching and Learning in Higher Education**
Beginning fall 2012, the Graduate Student Instructor Teaching and Resource Center will be offering a Certificate in Teaching and Learning in Higher Education. The department strongly encourages all students interested in teaching to apply and participate. For more information, please see gsi.berkeley.edu/certificate/index.html.

**Summer Institute for Preparing Future Faculty**
The Center also offers a Summer Institute for Preparing Future Faculty, geared towards students who have already advanced to candidacy. Past history students who have gone through the program highly recommend it. Admission is competitive and the deadline is usually in mid-March. For more information, please see gsi.berkeley.edu/conf_wkshop/SummerInstituteGuidelines.html.
The department and the University offer a wide variety of resources to aid in the completion of your doctoral dissertation. In pursuit of primary source material necessary for their original dissertation research, students may be expected to travel some distance from campus. Even students who are able to complete all research locally can require extra funding support. In recognition of this, the department and the University offer research- and writing-specific funding support. Students should also apply, in consultation with their faculty mentors, for national and international fellowships that facilitate research at archives and libraries within the US and abroad.

**Dissertation fellowships**
Each year, the department awards (on a competitive basis) a limited number of “write up” fellowships. The fellowship provides relief from teaching, allowing students to focus entirely on writing. Students receive a stipend of $10,000 each semester, plus all fees in the fall semester and the filing and health insurance fees in the spring semester.

**University fellowships**
The department also nominates students for three competitive University research fellowships: the University of California Dissertation Fellowship, the Chancellor’s Dissertation Fellowship, and the Mentored Research Award. Information on these fellowships, as well as other campus grants, is available at grad.berkeley.edu/financial/deadlines.shtml (option 3 - “Other UC Berkeley Awards Programs”).

Factored into the department’s standard five-year fellowships are the Dean’s Normative Time Fellowship (DNTF; for students admitted prior to 2010) and the Dissertation Completion Fellowship (DCF; for students admitted in 2010 and after). These fellowships provide a two-semester stipend plus fees. For more information, please see grad.berkeley.edu/financial/deadlines.shtml (option 2 - “Fellowships Administered by the Graduate Division”). Students accepting the DCF should note that they will receive no further University funding (except loans) after reaching one year beyond normative time.

**Workshops on securing outside funding**
The Head Graduate Advisor offers regular workshops on applying for extramural fellowships and writing successful proposals specifically geared to historical research and funding sources. The Graduate Division also regularly offers general workshops on writing academic grant proposals as well as sessions on applying to specific programs (e.g., the Fulbright).

**Dissertation prospectus**
Our program requires students to submit a dissertation prospectus (or proposal) in order to advance to candidacy. Generally, the prospectus should describe the issue or problem the dissertation will address and include a discussion of relevant historiography, a description of the sources and methods to be used, and a plan of research. Each student should discuss the precise form and content of the prospectus with his or her intended dissertation chair (also called the first reader). The chair and other members of the dissertation committee must evaluate and approve the prospectus before the student is advanced to candidacy.

**Dissertation writing groups**
The History Graduate Association (HGA) partners with the department to help organize and support dissertation writing groups. The consensus among graduate students in the department has been that students should decide with whom they will share their work in progress and whose commentary would best support and encourage them in the process of dissertation writing. The formation of writing groups is strongly encouraged and to that end the department chair is able to offer small amounts of funding for refreshments or other incidental expenses. Groups are additionally encouraged to invite faculty members to participate in their sessions.

**Chapter-plus colloquia**
A challenge often faced by history graduate students is that they conceive a project at the prospectus stage but then what they find in the archives changes both the shape of the dissertation and their thinking on the historical issues at the heart of it. This is actually one of the joys of historical research but to a novice historian it can be disconcerting. If you
find yourself in this situation, talk to your advisor about having a “chapter-plus colloquium”: an opportunity to present and discuss a first draft chapter plus a revised outline of the dissertation. The members of the dissertation committee are invited to participate, along with any other faculty members or fellow students whom the presenter wishes to have there. Materials can be circulated in advance and the colloquium devoted to discussion of the chapter, the revised outline, and possible strategies for moving forward. The Head Graduate Advisor can help facilitate the organization and scheduling of the colloquium.

Dissertation presentations
The final stretch of completing the dissertation is often when “life” intervenes and momentum is lost. Some students find that a firm goal – a scheduled presentation, or defense, of their dissertation – helps them focus and marshal a final campaign to complete the dissertation. The Graduate Assistant is available to help schedule the presentation. Members of the dissertation committee participate, along with any other faculty members or student peers the presenter wishes to invite.

Placement
Each year, the Head Graduate Advisor appoints members of the faculty to guide and assist students in searching for jobs. Additionally, the Admissions, Recruitment, and Outreach Advisor coordinates a series of placement workshops to prepare candidates for the job market. The first, held in May, includes a general overview of materials to prepare and a panel featuring students who have secured tenure-track positions discussing their tips and tricks. The second, held in September, focuses on what search committees look for in candidates. The third, held in December, focuses on interviewing techniques, particularly for the AHA.

Deadlines
Students can access submission deadlines and the Graduate Division's “Dissertation Filing Guide” online at grad.berkeley.edu/current/index.shtml.
Part 2: Finances

Fees and expenses (subject to change at any time)

Cost of graduate study

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<th>CA Resident</th>
<th>Non-CA Resident</th>
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<tr>
<td>Tuition and fees (including health insurance)</td>
<td>$15,712</td>
<td>$15,712</td>
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<tr>
<td>Non-resident supplemental tuition</td>
<td>---</td>
<td>$15,102</td>
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<tr>
<td>Total cost of graduate study</td>
<td>$15,712</td>
<td>$30,814</td>
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(Note that this breakdown is not a complete cost of living assessment as it does not include estimated costs of books, room and board, transportation, or personal expenses. For a complete estimated budget, please see students.berkeley.edu/finaid/graduates/cost.htm.)

US citizen and permanent residents from outside California should attain California residency status by the end of the first year in California. This will significantly reduce the cost of graduate work for the second year and beyond.

Tuition and fees are set by the Regents of the University of California and are subject to change at any time.

International student fees

International students are assessed non-resident tuition (as well as registration fees) each semester at the full rate until advancing to PhD candidacy unless they have a fellowship or employment that covers or remits tuition and/or fees for the semester. Once they advance to PhD candidacy, international students are eligible for a 100% reduction in non-resident tuition for three consecutive years from the advancement date, whether registered or not. Any such student who continues to register after the grace period will be charged the full non-resident tuition rate effective at that time. Advancement does not reduce in-state tuition and fees.

Budget requirements for visa documents

US federal regulations require that international students be able to demonstrate sufficient financial support for their studies in the US before a student visa (F or J) may be issued for entry into the US. After being admitted to the University, you will be informed of your required minimum annual budget for visa purposes and must be prepared to document financial resources equal to or greater than this budget. (This process is not part of the application for admission.) Further information about finances and international students can be found at grad.berkeley.edu/admissions/cost_fees.shtml. Information about visa requirements can be obtained from the Berkeley International Office (BIO) at internationaloffice.berkeley.edu.

Financial support

Please note that all continued support after the first year is contingent upon satisfactory progress as assessed yearly by the department.

The department’s fellowship package is funded in large part by endowment funds. In an effort to inform donors on how their money is being used, you may receive an email from the Development Office or Graduate Division identifying the fund from which your award was made and asking you for information on your graduate studies. Please take the time to reply to these emails by the requested deadlines.

Applicants for admission

To be eligible for fellowship consideration, both domestic and international applicants must complete the appropriate fellowship section of the online Graduate Application for Admission and Fellowships. In addition, domestic applicants for whom the study of a specific language is critical to their academic field of study are urged to complete the section on Foreign Language and Area Studies (FLAS) awards. The entire application is due by the December deadline. Domestic students must file a Free Application for Federal Student Aid (FAFSA) by the California deadline (early March) if applying for loans; if not applying for loans, students have until June 30 to file the FAFSA. The FAFSA is available at financial aid offices at high schools and colleges or online at fafsa.ed.gov. Students are also urged to apply for any extramural fellowships for which they are eligible.
Entering students

Entering students are offered a five-year departmental funding package, which includes tuition, fees (including health insurance), and a living allowance in the form of graduate student employment and/or stipend. Student appointments are made by the Head Graduate Advisor and although s/he tries to appoint students to courses within their first or second fields of study, the needs of the department do not allow us to guarantee such appointments. Continued fellowship support from year to year is contingent upon timely and adequate progress through the program. One of the years in our five-year package is in the form of either a Dean’s Normative Time Fellowship (DNTF) for those who entered prior to 2010 or a Doctoral Completion Fellowship (DCF) for those who entered in 2010 or after. The DNTF/DCF is to be used for the research year and it covers fees (including health insurance) and includes a stipend. It does not include non-resident tuition. The DNTF/DCF are awarded only if the student advances to candidacy by the expected time for their field. All guaranteed support years must be completed by the end of the fifth year.

Students are allowed one full fellowship only. If you subsequently receive an offer of another award (e.g., a University or extramural fellowship), please notify the department immediately. The department’s expectation is that you will accept the other award in full because it helps us to fund more students. The department may withdraw or modify our offer but please be assured that your total funding package (tuition, fees, and stipend/salary) will not fall below the level of the department’s original offer.

Continuing students

Continuing students should continue to apply for non-departmental fellowships (both University and extramural, e.g., FLAS or NSF). The department is able to offer five-year packages to all of our admits based on the expectation that a certain percentage of our students will obtain outside awards after the first year. Three benefits of obtaining an outside fellowship include 1) the prestige of an outside award can enhance a student’s CV for the job market, 2) having an outside award could potentially reduce your departmental service obligation, allowing you to concentrate on coursework, and 3) students successful in obtaining outside awards for their research year (e.g., Fulbright, SSHRC, or DAAD) can postpone the use of the DNTF/DCF to a later year.

The only year of departmental support that can possibly be deferred is the DNTF/DCF year. After Year 5, students have opportunities to apply competitively for additional GSI and reader appointments and for a dissertation write-up award.

The supplemental funds program will continue to be available to students who entered 2010 and earlier; the program has been discontinued for the 2011 and later cohorts.

Students are allowed one full fellowship only. If you subsequently receive an offer of another award (e.g., a University or extramural fellowship), please notify the department immediately. The department’s expectation is that you will accept the other award in full because it helps us to fund more students. The department may withdraw or modify our offer but please be assured that your total funding package (tuition, fees, and stipend/salary) will not fall below the level of the department’s original offer.

All students must submit an application for their funding each year in February.

Funding and change-of-major applicants

You are considered a change-of-major applicant if you were ever in another Berkeley graduate program prior to entering the history program. Change-of-majors are not eligible for University fellowships designated for students entering Berkeley for the first time. There are two exceptions. One, MA-only students from Folklore, Asian Studies, and Range Management who are completing their MA in these fields in the May prior to their fall entry into the PhD program are eligible to complete with first-year students for University multi-year fellowships. Two, currently-enrolled change-of-majors can apply for a one-year FLAS, but they must apply as a continuing student in the department of origin and adhere to the FLAS deadline for continuing students.

Change-of-majors are considered for our five-year departmental fellowship along with other entering students. One complexity might affect your eligibility to receive the DNTF/DCF for your research year: the University will count all semesters spent previously as a Berkeley graduate student (registered or withdrawn) towards normative time in the history program. If you feel that your normative time clock should be reassessed, you must petition the Graduate Division soon after you enter our program. Remember that your eligibility for DNTF/DCF (included in our package
for the research year) is dependent upon your advancing to candidacy within normative time as decided by Graduate Division. Change-of-major students who are unsuccessful in getting a rollback and who cannot meet an accelerated DNTF/DCF deadline should be prepared to apply for alternative sources of funding for their research year.

**Tax credit information**

If you are a US resident for tax purposes, you may be eligible to claim a tax credit on your federal tax return if you paid qualified educational expenses to the University of California. The Taxpayer Relief Act of 1997 provides education tax incentives for eligible taxpayers. These benefits, called the American Opportunity (Hope) Credit and the Lifetime Learning Credit, allow taxpayers to reduce their federal income tax based upon qualified tuition and fees paid, assuming the taxpayer meets all eligibility requirements. The determination as to whether you qualify for tax credits should be made in consultation with your personal tax advisor or the Internal Revenue Service - the University of California cannot give you tax advice or make a determination as to whether you qualify for tax credits. The 1098-T form is used by eligible educational institutions to report information about their US resident students to the IRS as required by the Taxpayer Relief Act of 1997. UC Berkeley reports certain enrollment and identifying information regarding US resident students for which UC Berkeley has received payments of “qualified educational expenses” for the corresponding tax year. Included in the 1098-T form are qualified charges that were billed and financial assistance received for the corresponding tax year. Loans are excluded and not reported on the 1098-T form. Educational institutions are not required to provide 1098-T forms to students who are non-resident aliens for tax purposes. As a result, you may not receive a 1098-T form from UC Berkeley if you are a non-resident alien student. The University of California has contracted with Affiliated Computer Services (ACS) to provide Tax Credit Reporting Services (TCRS). In addition to mailing 1098-T forms on behalf of UC Berkeley, TCRS hosts the TCRS website [1098-t.com](https://1098-t.com) and provides toll-free customer support at (877) 467-3821. If you are a US resident for tax purposes and you have qualified education expenses and/or gift aid for the corresponding tax year, you will receive a 1098-T form from TCRS at your permanent address by January 31. Please help us ensure that you receive your 1098-T form by keeping your permanent address updated with UC Berkeley.

**International students and taxes**

International students can access information on taxes at [internationaloffice.berkeley.edu/tax_assistance](http://internationaloffice.berkeley.edu/tax_assistance).

An international student who was employed and was exempt under a tax treaty and who received a taxable fellowship/award/stipend will receive a 1042-S form from the UC Berkeley payroll office by March 15. Students who have Glacier records should be able to find their 1042-S in their [Glacier account](https://glacier.berkeley.edu).
Fellowships

Departmental fellowships
Starting with the Fall 2007 entering cohort, the department is offering all entering students a five-year funding package, which includes tuition, fees (including health insurance), and a living allowance in the form of graduate student employment and/or stipend. To be eligible for a fellowship, the entering applicant must complete the appropriate fellowship section of the online Graduate Application for Admissions and Fellowships. After the five years of support have concluded, students can apply competitively for a limited number of student appointments and a departmental write-up grant (which includes stipend and fees) in the final year. Students eligible for in absentia status while on a departmental write-up grant are expected to apply for in absentia status through the Graduate Division.

University fellowships
Entering students are considered for University fellowships based on their completion of the appropriate fellowship section of the Graduate Application for Admission and Fellowships and nomination by the department during the admissions review process. If a nomination is successful, the University award will replace and in some cases augment the department fellowship. After the first year, continuing students can, as appropriate to their year of study, apply for 1) continuing Foreign Language and Area Studies (FLAS) fellowships, 2) the one-time DNTF or DCF (awarded only to students who pass the orals by the end of the spring semester of the third year for students in a six-year field and by the end of the spring semester of the fourth year for students in a seven-year field and who advance to candidacy by the prescribed time for their field), and 3) various campus fellowships (e.g., Graduate Division Summer Grant, Mentored Research Award, and UC Dissertation Year Fellowship).

Extramural fellowships
All students (entering and continuing) are encouraged to apply for extramural fellowships for which they are eligible. Examples of extramural fellowships include the National Science Foundation fellowship, Institute of International Education grants Fulbright-Hays Doctoral Dissertation Research Abroad fellowship, Deutsche Akademischer Austauschdienst Competition (DAAD). Continuing students may obtain information and application forms at the Graduate Division Fellowship office (in 318 Sproul Hall) for a number of extramural awards.

Educational allowance top-offs for external fellowships
Graduate Division offers financial assistance to doctoral students whose external fellowship does not provide sufficient educational allowance to cover the fees and health insurance assessed by the University. The conditions for this assistance and the process by which it is provided are outlined here.

1. Extramural fellowships that are administered through Graduate Division (i.e., Graduate Division is responsible for disbursement of funds to the student and for financial reporting): Graduate Division automatically ‘tops off’ the educational allowance provided by the external fellowship in order to pay in-state fees and health insurance (Graduate Division generally pays non-resident tuition only for the first year and does not pay professional degree fees). Examples of such external fellowships include NSF, DDRA Fulbright, and HHMI International.

2. External fellowships that are administered by outside agencies: Graduate Division will ‘top off’ the educational allowance for fees provided by an external fellowship to pay in-state fees and health insurance (but not non-resident tuition or professional degree fees), provided that a) the fellowship pays directly to the student a stipend of at least $16,000 annually; b) the student receives no other funding; and c) the student submits a written request for a fee subsidy and provides the official notification letter with the terms of funding and a confirmation of tenure for the current year. Examples of such fellowships include DOE, DHS, and NDSEG.

Graduate Student Employment
Special note: the DNTF or DCF may be supplemented only by a single one-semester appointment as a GSI, GSI/Acting Instructor, GSR, reader, or tutor and for no greater than 25% time (10 hours per week). For students who are eligible for two semesters of DNTF or DCF, the 25% time appointment may only be taken in one of the two semesters. Students employed in any other title will not be in compliance with the terms of the DNTF/DCF award.
Fee remission
By union contract, students employed as Graduate Student Instructors (GSIs), readers, and Graduate Student Researchers (GSRs) are currently eligible to receive, in the semester of employment, a 95% reduction (estimated) of their registration fees, provided their appointment is for the entire semester and at a 25% time minimum. (Please note that most GSR positions in History are less than 25% time and some readerships may be less than 25% time and therefore will not come with a fee remission.)

Students employed as GSIs, readers, or GSRs must complete registration by the end of the third week of the semester or they will lose their eligibility for the fee remission.

Graduate Student Instructorships (GSIships)
Academic requirements: GSIs must have at least a 3.0 overall GPA, at least a 3.5 GPA in graduate history courses, and no more than two incompletes on their record.

Applications for GSI appointments are available online late in the fall semester and must be submitted by February 1 for consideration for appointments in the summer and following academic year. Assignments for summer (which are few in number), fall, and spring are announced in mid-April (unless otherwise indicated). A new application is required for each hiring cycle. Students are not appointed to teach in their first year and any graduate student with more than two outstanding incompletes is not eligible for an appointment. Fellowship recipients who receive a stipend of $16,000 or more are limited to 25% time employment for the year or 50% time employment for one semester over the course of the year of their fellowship. (DNTF/DCF recipients are limited to 25% time during one semester.) GSI appointments are normally 50% time per semester and come with partial fee remission. GSIs must remember to pay at least 20% of their registration fees and enroll in 12 units by the end of the third week of the semester to keep their eligibility for the fee remission. All new GSIs must successfully complete the online short course, GSI Professional Standards and Ethics, and they are expected to attend a campus orientation. In addition, all new GSIs are required to enroll in a 300-level pedagogy course.

Appointments to teach RtB, 101, or 103 are normally assigned to more advanced students who have conducted significant research toward their dissertation. GSIs appointed to teach 103 must be advanced to doctoral candidacy.

GSIs must see our Payroll Analyst to complete payroll paperwork before beginning their appointment.

English proficiency examination
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 to be appointed as a GSI. In those countries where the TOEFL Internet-based Test (TOEFL iBT) is administered, English language proficiency is determined by the speaking section score of that exam. In those countries where TOEFL iBT is not available, students can demonstrate their proficiency by taking and passing the Test of Spoken English (TSE) before enrolling in Berkeley or the SPEAK test offered on the Berkeley campus. University policy calls for completion of the oral English proficiency screening requirement before the GSI appointment can be made.

Find out how you can satisfy the English language proficiency requirement by completing the Language Proficiency Screening Questionnaire linked from here gsi.berkeley.edu/lpp/teaching.html.

Readerships
Academic requirements: readers must have at least a 3.0 overall GPA, at least a 3.5 GPA in graduate history courses, and no more than two incompletes on their record.

Readers grade examinations and papers in large undergraduate lecture courses. They also hold office hours to discuss students’ work and attend the lectures for the course. Readers are appointed in History for courses that enroll a minimum of 30 students by the end of the first week. Readers are eligible for a partial fee remission if their appointment is at minimum of 25% time (i.e., they are responsible for 35 students or more) and they have paid at least 20% of their fees and have enrolled in 12 units by the end of the third week of the semester. Fellowship recipients who receive a stipend of $16,000 or more are limited to 25% time employment for the year or 50% time employment for one semester over the course of the year of their fellowship. (DNTF/DCF recipients are limited to 25% time employment during one semester.) Interested students must complete a department readership application.
Readers must see our Payroll Analyst to complete payroll paperwork before beginning their appointment.

**Graduate Student Research Assistantships (GSRships)**

Academic requirements: GSRs must have at least a 3.0 overall GPA, at least a 3.5 GPA in graduate history courses, and no more than two incompletes on their record.

A Graduate Student Researcher Assistant does research under the direction of a faculty member. The Graduate Division requires that all GSRs be registered. Interested students should contact the faculty member for whom they wish to do research to find out if a research assistant is needed. There are few positions available and there is no formal application process. Fellowship recipients who receive a stipend of $16,000 or more are limited to 25% time employment for the year or 50% time employment for one semester over the course of the year of their fellowship. (DNTF/DCF recipients are limited to 25% time employment during one semester.) GSRs are eligible for a partial fee remission if their appointment is at minimum of 25% time and they have paid at least 20% of their fees and have enrolled in 12 units by the end of the third week of the semester. Please note that most appointments in History are below 25% time.

GSRs must see our Payroll Analyst to complete payroll paperwork before beginning their appointment.

**Other**

**Financial Aid Office (FAO)**

Information concerning financial aid programs can be obtained online at students.berkeley.edu/finaid/graduates/types_loans.htm or from the Cal Student Central office (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. Applications (also available at Cal Student Central) must be submitted by March 2. Applicants for financial aid must report to the Financial Aid Office any sources of income (e.g., fellowships or employment) that had not already been reported on the FAFSA. Failure to report income in a timely way may result in an unexpected reduction in your financial aid offer. The majority of aid dispensed by the Financial Aid Office financial aid is in the form of loans, though occasionally small grants or work-study are available.

**Graduate Student Parents**

If you have children, you are eligible for various forms of aid (above and beyond any department fellowship) from the Graduate Division to help support your family. One of the most important is a Parent Grant, which provides up to $8,000 of additional stipend per academic year for child support. There is also subsidized family student housing and day care. For more information and deadlines, see grad.berkeley.edu/financial/student_family.shtml. Other Graduate Division resources, including childbirth accommodation funding and guides to local resources, may be found at grad.berkeley.edu/life/families.shtml.
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 Graduate Advisor for informal resolution.

2. If resolution is not possible at step 1, the student, the Graduate Advisor, or the Department Chair may request that the GAC review the grievance.

3. If resolution is not possible at step 2, the student or the GAC may bring the problem to the attention of the Department Chair.

4. If all such attempts at resolution fail, a formal appeal may be presented to the Dean of the Graduate Division.

Disabled Students’ Program
The Disabled Students' Program (DSP) at UC Berkeley provides a wide range of services, including both federal 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/services.html.

Non-discrimination statement
The University of California, in accordance with applicable Federal and State Law and the University's non-discrimination policies, 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.
Appendix I: History Graduate Course List

This list includes department course number, unit value, and general type of course. Detailed descriptions of course offerings are published prior to each semester and are available by August (for the fall semester) and December (for the spring semester) in the departmental office or online at history.berkeley.edu/graduate/courses.

<table>
<thead>
<tr>
<th>Course #</th>
<th>Units</th>
<th>Type of course</th>
</tr>
</thead>
<tbody>
<tr>
<td>200</td>
<td>2</td>
<td>Special topics: short course: two 1.5 hour meetings per week. A four week long course permitting the instructor to cover in-depth a topic of particular interest. Topics and instructors vary.</td>
</tr>
<tr>
<td>275</td>
<td>4</td>
<td>Core courses in the literature of the several fields of history: one 2-3 hour meeting or two 1.5 hour meetings per week. Provide broad surveys of the literature and historiographical problems of the different fields of history. Entering students are strongly encouraged to take a 275 or 275 sequence in their first field.</td>
</tr>
<tr>
<td>280</td>
<td>4</td>
<td>Advanced studies in the sources and general literature of the several fields of history: one 2-3 hour meeting per week. Explore special topics, problems, or themes chosen by the instructor.</td>
</tr>
<tr>
<td>281</td>
<td>4</td>
<td>Paleography and other auxiliary sciences: one 2-3 hour meeting per week.</td>
</tr>
<tr>
<td>283</td>
<td>4</td>
<td>Historical method and theory: one 2-3 hour meeting per week. Specific content varies with the instructor but the purpose is to acquaint students with a broad range of approaches to historical methodology and familiarize them with the ways in which historians have thought and written.</td>
</tr>
<tr>
<td>285</td>
<td>4</td>
<td>Research seminars: one 2-3 hour meeting per week. Students produce an original research paper using primary sources.</td>
</tr>
<tr>
<td>290</td>
<td>1</td>
<td>Historical colloquium: one 2 hour meeting per week. Colloquium on topics of current research. Offered on a satisfactory/unsatisfactory basis.</td>
</tr>
<tr>
<td>295</td>
<td>2 - 5</td>
<td>Supervised research colloquium: meetings with staff for colloquium presentation and criticism of research papers.</td>
</tr>
<tr>
<td>296</td>
<td>2 - 12</td>
<td>Directed dissertation research: open to qualified students engaged in doctoral dissertation research and writing. Offered on a satisfactory/unsatisfactory basis.</td>
</tr>
<tr>
<td>298</td>
<td>2 - 12</td>
<td>Work credit: may be earned through service as a reader, GSR, GSI, or for other instructional duties. Offered on a satisfactory/unsatisfactory basis.</td>
</tr>
<tr>
<td>299</td>
<td>2 - 12</td>
<td>Directed reading: students should consult with individual faculty members to arrange this course. For it to be considered comparable to a graduate seminar, it should be taken for 4 units and for a letter grade.</td>
</tr>
<tr>
<td>375</td>
<td>2</td>
<td>Pedagogy: first-time GSIs are required to enroll in a pedagogy course on “teaching at the University.” The course is offered in many departments; the History Department’s 375 is only offered in the fall. This class will introduce graduate students to a variety of techniques and theories used in teaching history at the University level. Formerly 300.</td>
</tr>
<tr>
<td>601</td>
<td>1 - 8</td>
<td>Individual study for master’s students: open to qualified students engaged in preparation for the MA degree. Offered on a satisfactory/unsatisfactory basis.</td>
</tr>
<tr>
<td>602</td>
<td>1 - 8</td>
<td>Individual study for doctoral students: open to qualified students engaged in prepared for the PhD. Offered on a satisfactory/unsatisfactory basis.</td>
</tr>
</tbody>
</table>
Please pay careful attention to how a language requirement may be fulfilled. If the list indicates that a language can be “fulfilled by options outlined under Appendix III,” refer to that appendix for further information. 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 carried out in that language. Students may show evidence of native ability in the language through secondary school or university transcripts. 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.

Students should begin language preparation upon entering the program. All language requirements must be satisfied before the oral qualifying examination.

**Africa**
1. French – fulfilled through options outlined under Appendix III
2. In consultation with the faculty in African history, an examination in a language related to the candidate’s research must be passed.

**America Since 1607**
1. One language – fulfilled through options outlined under Appendix III

**Ancient Greece and Rome**
1. Latin – students must pass an advanced examination, administered by the faculty in the field. A reading list in preparation for the exam can be adjusted to the needs of individual candidates, who should consult with the faculty to draw up the list. The exam is three hours in length without use of a dictionary.
2. Ancient Greek – students must pass an advanced examination, administered by the faculty in the field. A reading list in preparation for the exam can be adjusted to the needs of individual candidates, who should consult with the faculty to draw up the list. The exam is three hours in length without use of a dictionary.
3. German – fulfilled through options outlined under Appendix III
4. French – fulfilled through options outlined under Appendix III. Subject to the approval of faculty in the field, candidates with a strong interest in Roman studies may substitute Italian for French.

**Britain**
1. One language – consult with faculty in the field

**Byzantine**
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 medieval Greek and Latin 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 (a total of approximately 400 words) from a modern scholarly work on Byzantium without the use 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 (a total of approximately 400 words) from a modern scholarly work on Byzantium without the use of a dictionary.

By special arrangement, and with the written approval of the faculty in the field, students may opt to substitute any of the three modern languages with Russian or Arabic. Students may be exempt from the modern language requirement under the provisions of nos. 3, 4, and 6 of Appendix III.
Early Modern Europe
1. French – fulfilled through options outlined under Appendix III
2. German – fulfilled through options outlined under Appendix III

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

East Asia – China
1. Modern Chinese – fulfilled through options outlined under Appendix III
2. Classical Chinese – all students are required to take at least one semester of History 280G in Chinese language sources and pass with at least a B grade.
3. Modern scholarly Japanese – completion of first year Japanese (Japanese 1A-1B) and second year Japanese (Japanese 10A-10B) (with at least a B grade), plus either 1) at least a B grade in the one-semester class Japanese for Sinologists (Japanese 100S) or 2) completion of third-year Japanese (100A-100B) (with at least a B grade) plus pass an exam that will be administered by EALC (not History) so that adequate reading knowledge is assured.
4. A European language (French, German, or Russian) – fulfilled through options outlined under Appendix III

The above are the standard requirements for students in the East Asia – China field. An individual student’s complete requirements will be determined according to the research area of the student by the major professor and Head Graduate Advisor. In consultation with the major professor, a student may petition for exceptions to the standard requirement to better prepare the student for his/her research area.

East Asia – Japan
1. Japanese – advanced reading knowledge of modern Japanese required
2. Classical Japanese – required for research in pre-modern sources. Students should consult with faculty in the field.
3. A European language (French, German, Russian, or language to be determined in consultation with faculty in the field) – fulfilled through options outlined under Appendix III

History of Science
1. French – fulfilled through options outlined under Appendix III
2. German – fulfilled through options outlined under Appendix III

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

Jewish
1. Hebrew in all its historical layers
2. Up to two more foreign languages, prescribed by the faculty in the field according to the student’s research interests.

Late Modern Europe
1. French – fulfilled through options outlined under Appendix III
2. German – fulfilled through options outlined under Appendix III

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

Latin America
1. Spanish – fulfilled through options outlined under Appendix III
2. Portuguese – fulfilled through options outlined under Appendix III

Medieval
1. Latin – students who do not have advanced knowledge of Latin must take one upper division or graduate course in Latin, in their first year if possible, which will be counted in the MA requirement. Students whose Latin is insufficient should prepare in Latin 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 under Appendix III
Middle East
1. Arabic, Persian, or Ottoman Turkish – consult with faculty in the field
2. A European language

South Asia
1. A European language (French, Dutch, German, Portuguese, or Russian), as approved by the faculty in the field – fulfilled through options outlined under Appendix III
2. One Indian language – fulfilled through options outlined under Appendix III

Southeast Asia
1. A Southeast Asian vernacular language, fulfilled by passing a two hour translation examination to be overseen by faculty in the field but administered by language instructors in the Department of South and Southeast Asian Languages
2. A European language – fulfilled through options outlined under Appendix III
Appendix III: Options for Fulfilling Foreign Language Requirements in Most Fields

These options apply only to those languages that are listed in Appendix II with the designation “fulfilled through options outlined under Appendix III.”

1. Passage of the department’s foreign language examination. This examination will be administered by a faculty committee (coordinated by the Graduate Advisors Committee) and is offered towards the end of each semester. In general, students will be required to translate two 200-word passages into English; the time allowed will be two hours, unless otherwise noted in Appendix II. Variations of this format will be accepted if the Committee of Language Examiners approves them. Students wishing to be tested must sign up by the announced deadline. Only standard printed dictionaries are allowed.

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 from the Graduate Assistant), obtain the signature of the Head Graduate Advisor and 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 Graduate Assistant. At the end of the course, the Graduate Assistant 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) at any college campus, 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 must have completed any foreign language sequence within four years of admission to Berkeley. Students choosing this option should confer with their advisor and the relevant language department.

4. Completion with a grade of at least B of an upper division course in a language department at Berkeley on the culture and literature associated with that language. The work in the course must be primarily in the foreign language, not in English. Students choosing this option should confer with their advisor and the relevant language department.

5. Completion, at Berkeley, of an advanced course in historical literature in the foreign language. The department teaching the course will establish the preliminary requirements and determine whether one or two semesters 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 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 carried out 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 Graduate Assistant 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 IV: History Faculty

To ascertain if a faculty member is going to be on leave at any point in the coming academic year, please refer to the list of faculty office hours at history.berkeley.edu/faculty/officehours. For more detailed information on each professor’s areas of academic interest, please refer to his or her webpage, linked from history.berkeley.edu/faculty.

Current faculty

**Bakhle, Janaki** (Columbia, 2001): Associate Professor
South Asia

**Barshay, Andrew** (Berkeley, 1986): Professor and Dr. C. F. Koo and Cecilia Koo Chair in East Asian Studies
East Asia – Japan

**Berry, Mary Elizabeth** (Harvard, 1975): Class of 1944 Professor
East Asia – Japan

**Brilliant, Mark** (Stanford, 2002): Associate Professor (joint appointment with UGIS)
America Since 1607

**Cándida Smith, Richard** (UCLA, 1992): Professor (joint appointment with Regional Oral History Office)
America Since 1607 and Late Modern Europe

**Carson, Cathryn** (Harvard, 1995): Associate Professor and Associate Dean of the Social Sciences Division
History of Science

**Chowning, Margaret** (Stanford, 1993): Professor
Latin America

**Connelly, John** (Harvard, 1994): Professor
Late Modern Europe

**Cook, Alexander** (Columbia, 2007): Assistant Professor
East Asia – China

**Dandelet, Thomas** (Berkeley, 1995): Associate Professor
Early Modern Europe

**DeLay, Brian** (Harvard, 2004): Associate Professor
America Since 1607 and Latin America

**de Vries, Jan** (Yale, 1970): Sidney Hellman Ehrman Professor
Early Modern Europe and Late Modern Europe

**Dirks, Nicholas** (Chicago, 1981): Professor and Chancellor of the University
South Asia

**Efron, John** (Columbia, 1991): Koret Professor in Jewish History
Jewish

**Einhorn, Robin L.** (Chicago, 1988): Preston Hotchkiss Professor in the History of the United States
America Since 1607

**Elm, Susanna K.** (Oxford, 1987): Professor
Ancient Greece and Rome

**Frede, Victoria** (Berkeley, 2002): Associate Professor
Late Modern Europe
Henkin, David M. (Berkeley, 1995): Professor
America Since 1607

Hesse, Carla (Princeton, 1986): Peder Sather Professor and Divisional Dean of the Social Sciences
Early Modern Europe

Hoffmann, Stefan-Ludwig (Universität Bielefeld, 1999): Associate Professor
Late Modern Europe

Late Modern Europe

Kanogo, Tabitha (Nairobi, 1981): Professor
Africa

Klein, Kerwin (UCLA, 1994): Professor
America Since 1607

Koziol, Geoffrey (Stanford, 1982): Professor
Medieval

Laqueur, Thomas W. (Princeton, 1973): Helen Fawcett Professor
Britain and Late Modern Europe

Mackil, Emily (Princeton, 2003): Associate Professor
Ancient Greece and Rome

Martin Jr., Waldo E. (Berkeley, 1980): Alexander F. and May T. Morrison Professor of American History and American
Citizenship
America Since 1607

Mavroudi, Maria (Harvard, 1998): Professor
Byzantine

Mazzotti, Massimo (Edinburgh, 2000): Professor
History of Science

McLennan, Rebecca (Columbia, 1999): Associate Professor
America Since 1607

Miller, Maureen (Harvard, 1989): Professor
Medieval

Noreña, Carlos (Pennsylvania, 2001): Associate Professor
Ancient Greece and Rome

Nylan, Michael (Princeton, 1981): Professor
East Asia – China

Osseo-Asare, Abena Dove (Harvard, 2006): Assistant Professor
Africa

Peterson, Mark (Harvard, 1993): Professor
America Since 1607

Rosenthal, Caitlin (Harvard, 2012): Assistant Professor
America Since 1607

Sahlins, Peter (Princeton, 1986): Professor
Early Modern Europe
Sargent, Daniel (Harvard, 2008): Assistant Professor
America Since 1607

Schneider, Elena (Princeton, 2011): Assistant Professor
Latin America

Shagan, Ethan (Princeton, 2000): Professor and Department Chair
Britain and Early Modern Europe

Sheehan, Jonathan (Berkeley, 1999): Associate Professor
Early Modern Europe

Slezkine, Yuri (Texas, 1989): Jane K. Sather Professor
Late Modern Europe

Stovall, Tyler (Wisconsin, 1984): Professor and Dean of L&S Undergraduate Division
Late Modern Europe

Tackett, Nicolas (Columbia, 2007): Assistant Professor
East Asia – China

Vernon, James (Manchester, 1991): Professor
Britain

Yeh, Wen-hsin (Berkeley, 1984): Richard H. and Laurie C. Morrison Professor
East Asia – China

Zinoman, Peter (Cornell, 1996): Professor
Southeast Asia

Adjunct faculty
Astourian, Stephan (UCLA, 1996): Assistant Adjunct Professor and Executive Director of the Armenian Studies Program
Early Modern Europe and Late Modern Europe

Gottreich, Emily (Harvard, 1999): Associate Adjunct Professor and Vice Chair of the Center for Middle Eastern Studies
Middle East

Emeritus faculty
Professors of the Graduate School (POGs) are retired faculty members who have been appointed, for a limited time, to carry out defined duties on behalf of the graduate program (e.g., participate in graduate seminars and on orals and dissertation committees, and perform administrative service). Current POGs are indicated with an asterisk.

Richard M. Abrams
* Margaret Lavinia Anderson
Thomas A. Brady
Gene A. Brucker
Diane Clemens
* Paula A. Fass
Erich S. Gruen
Samuel Haber
Tulio Halperin-Donghi
John Heilbron
Richard Herr
* David A. Hollinger
Eugene Irschick
* David G. Johnson
David N. Keightly

Raymond K. Kent
Ira M. Lapidus
John E. Lesch
Linda Lewin
Leon F. Litwack
Henry F. May
Thomas R. Metcalf
Robert L. Middlekauff
Sheldon Rothblatt
Mary P. Ryan
Irwin Scheiner
Raphael I. Sealey
Charles G. Sellers
Randolph Starn
William B. Taylor
Other faculty affiliated with the History Department
Berkeley Academic Senate faculty from other departments may serve as an “outside member” of a student’s orals or dissertation committee. Outside committee members must be members of the Berkeley Academic Senate – no exceptions.

Below-the-line affiliates who are members of the Berkeley Academic Senate (indicated with an asterisk) can serve not only as an outside member but by approval of the department and Graduate Dean can serve as an inside member and even, in highly unusual cases, as co-chair or chair. Below-the-line affiliates who are not Berkeley Academic Senate members cannot serve as an outside member or chair of a committee but by approval of the department and Graduate Dean can serve as an inside member.

Biale, David (UCLA, 1977): Professor, UC Davis
* Frick, David (Yale, 1983): Professor, Department of Slavic Languages and Literature
* Holo, Joshua (Chicago, 2001): Professor
* Lieberman, David (London, 1980): Professor, Boalt School of Law
* Merchant, Carolyn (Wisconsin, 1967): Professor, Department of Environmental Sciences, Policy, and Management
* Paperno, Irina (Stanford, 1984): Professor, Department of Slavic Languages and Literature
Porter, Dorothy (University College, London, 1984): Professor, UC San Francisco
* Scheiber, Harry N. (Cornell, 1961): Professor, Boalt School of Law
Watkins, Elizabeth Siegel (Harvard, 1966): Professor, UC San Francisco
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 Head Graduate Advisor 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 Head Graduate Advisor 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
Computational and Genomic Biology: qb3.berkeley.edu/ccb/research-education/decgb/
Critical Theory: townsendlab.berkeley.edu/critical-theory
Dutch Studies: dutch.berkeley.edu/graduate/requirements-for-designation
Energy Science and Technology: me.berkeley.edu/deest
Film Studies: fm.berkeley.edu/graduate/designated-emphasis
Folklore: folklore.berkeley.edu/programs/de.php
Global Metropolitan Studies: metrostudies.berkeley.edu/emphasis.html
Nanoscale Science and Engineering: nano.berkeley.edu/educational/DEGradGroup.html
New Media: bcnm.berkeley.edu/index.php/designated-emphasis-program
Renaissance and Early Modern Studies: rems.berkeley.edu/program
Women, Gender, and Sexuality: womensstudies.berkeley.edu/graduate/detail
Appendix VI: Forms

The following forms are available from the Graduate Assistant.

<table>
<thead>
<tr>
<th>Name of Petition</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>General History Petition</strong></td>
<td>Requests for exceptions to program requirements. Consult with faculty advisors.</td>
</tr>
<tr>
<td><strong>Advancement to Candidacy for MA</strong></td>
<td>Apply to the Graduate Assistant no later than the fifth week of the semester in which requirements for the degree will be completed.</td>
</tr>
<tr>
<td><strong>Advancement to Candidacy for PhD</strong></td>
<td>Available from the Graduate Assistant after passing the oral exam. Form must be submitted to Graduate Division by the prescribed time in order to be considered for DNTF/DCF award. In addition, international students will receive a reduction in non-resident supplemental tuition (NRST).</td>
</tr>
<tr>
<td><strong>Approval of Fields for PhD</strong></td>
<td>Must have fields approved before constituting the PhD exam committee. Normally done by the end of the first year.</td>
</tr>
<tr>
<td><strong>Archival Research Letter</strong></td>
<td>Available on the department website under Graduate Program --&gt; Student Resources.</td>
</tr>
<tr>
<td><strong>Change of Major or Degree Goal</strong></td>
<td>Requires approval of GAC and signature of Head Graduate Advisor. The deadline for change-of-major to History is December 1 for fall entry.</td>
</tr>
<tr>
<td><strong>Constitution of the PhD Oral Qualifying Exam Committee</strong></td>
<td>Consult faculty in field and major professor. Form should be completed no later than six weeks prior to proposed exam date.</td>
</tr>
<tr>
<td><strong>Filing Fee Application</strong></td>
<td>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 for filing fee by the end of the first week of classes in the semester in which they intend to file.</td>
</tr>
<tr>
<td><strong>Fulfillment of Foreign Language by History 280, 285, or 299</strong></td>
<td>Consult seminar instructor. Form should be completed at the beginning of the semester.</td>
</tr>
<tr>
<td><strong>GSHIP Exemption</strong></td>
<td>Waiver of health insurance fee due to comparable coverage. Apply to Tang Center.</td>
</tr>
<tr>
<td><strong>GSI/Reader Application</strong></td>
<td>Due February 1 for the following academic year and for summer session of the current academic year.</td>
</tr>
<tr>
<td><strong>In Absentia Status (Reduced University Registration Fee)</strong></td>
<td>Students advanced to doctoral candidacy may apply for in absentia status for up to four semesters if the research is of a nature that makes it necessary to be completed outside of California for an entire academic semester.</td>
</tr>
<tr>
<td><strong>Readmission Application</strong></td>
<td>Due early summer for the following fall and early fall for the following spring. <em>If the student has been withdrawn for more than 5 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.</em></td>
</tr>
<tr>
<td><strong>Removal of Incomplete</strong></td>
<td>Submit form to instructor when coursework is completed in order to officially have the grade recorded on the transcript.</td>
</tr>
</tbody>
</table>

Forms marked with an asterisk are subject to the approval of the Graduate Advisors Committee (GAC).

Forms are to be submitted to the Graduate Assistant unless otherwise noted.