Master of Arts and PhD in English (Literature Tracks) Handbook

Welcome

Welcome to the English Department at UNLV. We offer programs recognized internationally for their excellence and for their innovative response to both traditionalmandingvibuses of language, writing, and literature. The department offers programs of study leading to the Master of Arts, Master of Fine Arts, and Doctor of Philosophy degrees.

The MA program involves gradleasted coursework in British and Ameteizatulite or in $o v P \mu P I u ... signal extended coursework in British and Ameteizatulite or in$ $<math>o v P \mu P I u ... signal extended coursework in British and X dZ] ... signal extended course with the second and the student with professional standards, research$ methods, and modes of thought in the disconstances sion of this degree typically leads toprofessional advancement for the secondary school or community college teacher; to careers inwriting, editing, and publishing; or to further study in English at the doctoral level.

The PhD Literature Tradition highly specialized course of study designed to develop a capacity for research, original thought, and academic writing and to equip students for careers in the teaching of English at the college or university level and in writing, editing and to equip students for careers in the teaching of English at the college or university level and in writing, editing and the equip students for careers in the teaching of English at the college or university level and in writing, editing and the equip students for careers in the teaching of English at the college or university level and in writing, editing and the equip students for careers in the teaching of English at the college or university level and in writing, editing and the equip students for careers in the teaching of English at the college or university level and in writing, editing and the equip students for careers in the teaching of English at the college or university level and in writing, editing and the equip students for careers in the teaching of English at the college or university level and in writing, editing and the equip students for careers in the teaching of English at the college of professional expertise in the three chosen areas of specialization. Such knowledge is tested in a qualifying examination and is also the basis upon which the student writes the doctoral dissertation.

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Megan BeckePh.D., Chair John HayPh.D., Director of Graduate Studies

Mission Statement

The graduate faculty in English at UNLV are dedicated for the normal of each student. Individual attention to student progress and research goals is paramount. Throughout the academic year, the department offers activities designed to prepare degree candidates for the job market and for college and univer

Department Graduate Faculty

A current listing of the graduate faculty can be found in the UNLV Graduate Catalog. Faculty must hold the appropriately approved graduate faculty status to be involved in graduate education at UNLV. For up to date information regarding graduate faculty status to be appropriately approved graduate faculty status to be involved in graduate education at UNLV. For up to date information regarding graduate faculty status to be appropriately approved graduate faculty status to be involved in graduate education at UNLV. For up to date information regarding graduate faculty status to be appropriately approved graduate faculty status to be involved in graduate education at UNLV. For up to date information regarding graduate faculty status to be appropriately approved graduate faculty status to be involved in graduate education at UNLV. For up to date information regarding graduate faculty status to be approved graduate faculty status to be approved

Program Information

Master of Arts in English

Literature Emphasis (Thesis and Messis Options) Writing and Rhetoric Emph(assis and Neithesis Options) Advanced (Thesis and Monesis Options)

<u>Ph.D. in Engli</u>sh

<u>Post D • š</u> Œ [• Literature Creative Dissertation Post Z o } Œ [• <u>Literatur</u>e

Contact Information

English Department: Website

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Graduate Professional Student Association (GPSA) Representative <u>englishgpsarep@unlv.e</u>du

Graduate College: Main Office GTW 20@gradcollege@unlv.ed@028954180

International Graatte Student Services internationalgrad@unlv.ed1028953367

Student Financial Services gradfinancialsvc@unlv.ed@28954273 *for help related to Graduate Assistantships, scholarships, and fellowships

Retention Promotion and pletion (RPC) Team* grad.rpc@unlv.edu702

Program Requirements

Program requirements regar<u>atingission, coursework and culminating experience for the MA and PhD are found in the graduate catalog</u>

Advisory Committee Guidelines

Until they form **asso**ry committees, the Director of Graduate Studies (DGS) serves as academic advisor to all MA and PhD students.

Degree Program Benchmarks

MA and PhD Language Requirement

MA and PhD Literature Track students must demonstrate eitmervrleadgie opf one foreign language or, with approval of the academic advisor, competency in one computer language. MA students are strongly encourage fulfill the language requirement before submitting the Appointment of Advisory CommitteemExtindoand they so before submitting the Culminating Experience Results Form. PhD students are expected to fulfill the language requirement before submitting to Doctoral Candidacy Form.

The practical goal of the language requirement is tstpdepaseto read literary and critical works in languages other than English. Our faculty believe that all students, regardless of career path or field of specialization, gas substantially by engaging in language study, by situating their work to be the same time, we recognize that facility in computer languages may be equally important to the intellectual and professional development of some students.

Each sudent should thus choosine consultation with the DGS and their academic ableisenguage most appropriate to his/her/their academic program, field(s) of specialization, intellectual projects, and career goals students are urged to consublit heir advisors and advisory committees about the language competencies require or expected in a given field or for a particular dissertation project, as these may well differ from and exceed minimum departmental requirements outlined here.

Readingknowledge of a foreign language may be demonstrated by passing a translation exam administered by department or by earning a B or better either indivisiopeor graduate course in the literature of a language, taken within seven years of emtodmin WLC 198, a translation course for graduate students offered in summer session by World Languages and Cultures.

Competency in a computer language is demonstrated by successful completion of an appropriate project superby UNLV faculty, wit‰ ‰ Œ } À o } (šZ •šµ vš[• u] À]•}Œ v 9–ñ eb eb œ "8™PMKt£@

words. The statement might include a discussion of how the work in the portfolio connects to larger research interests and/or a potential **prisect** ation

The portfolio will be submitted to the Graduate Studies Committee no later than week ten of the third semester. The committee will grade the portfolio as follows:

- 1. Pass: Student will receive MA degree and move on to PhD work.
- 2. Low Passtudent will receive MA degree, but not be invited to continue on for the PhD.
- 3. Fail: Student will be allowed to submit a revised portfolio for reconsideration to obtain the MA degree, but will not be invited to continue on for PhD. Studeetsoffdilting a will not receive a degree.

PhD Dissertation Prospectus

Before advancing to candidacy, submitting the Graduate College Advancement to Candidacy Form, or enrolling in ENG 799/Dissertation, doctoral students must both submit a dissertation prospectus to the invisory committee and meet with the entire committee for a prospectus defense ideally no later than the end of the semester following that in which the student passes Qualifying Exams.

Though the prospectus thus proceeds the Advancement to Canididaary beine pful, as students begin thinking about the prospectus, to consider the three things about the dissertation they will be required to describe very briefly on that form, as students should be able to extract these from the prospectus:

The dissertation is the defining feature and culminating product of the doctoral degree, the fullest and

Generally speaking, no committee should move forward with a defense for a **disserv** bation tha its members consider to be of less than passable quality, either as is or with minor revisions. This is why it is imperative that all committee members have a chance to **-finaledrafsemill** in advance of the defense and to specify is ingstreequired to ensure the dissertation is ready to defend.

The department, like the Graduate College, strongly recommended acceptences (which must be held on campus), whenever possible. But both hybrid defenses (held on campus but allowing fo remote participation) and remote defenses (conducted entirely via an approved online meeting space such as Zoom) are allowable in cases where an exclusive advector and proved online meeting space serious health risk to, or entail financial hard the possible or any member of the advisory committee, all of whom must be either physically or virtually present for and participate fully in the entire defense. Per the Graduate College, should technical or other difficulties seriously interfere with that participation, the defense must be suspended and rescheduled.

Candidates are responsible for coordinating with their committee members to identify a date and time for the defenvent of the specified Graduate College deadline. In the casend f hybrid a remote defenses, the department strongly recommends that the chair take responsibility for setting up the remote meeting; sending invitations to the candidate and committee members; and serving as host during the defense. For hybrid defenses, **sheuddair**so work with department staff to ensure that the required technology is set up and operational at least fifteen minutes before the defense is scheduled to begin.

Two weeks before the defense, candidates must do the following:

* arrange for the department by following these Graduate College guideliness embering to include remote meeting link, ID, and password, if appropriate,

<u>MA in English</u>

Four fultime (69 credit) semesters or two full academic years is the average duration of the traditional MA progression that the traditional MA progression of the traditional M

Undergraduates admitted to the Advanced Track MA (std)phanst5complete 6 credits of graduateevel work in their senior year with a B or better, satisfy all of the requirements for the BA in English, and apply through the Rebed Gateway, in order to advance to graduate status. Upon advancing to graduate status, the Advanced Track requires 24 additional credits, which may be completed in as little as two semesters, though students with Graduate Assistantships typically require three semesters.

In their first fall semester in the MA program, students in the Literature Emphasis and Advanced tracks should take ENG 700: Bibliography and Methods. Studienitishigh ather Rhetotiack should take either ENG 700 or ENG 70⁻⁴/₂: ather Practice of Textual Editing as early in their program as possible. All MA students who are Graduate Assistants (GAs) must take ENG 791: College Teaching in Language and Literature during the first semester they teach composition.

PhD in English (Literature Tracks)

Eight fullime (649 credit) semesters or four full academic years is the minimum duration of the PostD • $\delta CE[•WZ & CE]PCE u \sim • \mu & o v i • X ' CE \mu š } o o P CE P \mu o š] v • • <math>\delta W = 0$ years without an extension; the actual doors a tipp ideally been 175 years.

Post D • š $OE[•WZ • š\mu v š • AZ] OE ' • v A š h E > s • Z | \mu o š | E' óõíW | o o P Language and Literature during their first semester in the program Damcisal OP for WZ • š µ v š • should, if possible, take ZNG: Survey of Literary Criticism and Theory in their second semester.$

The minimum duration of the Pos \mathbb{Z} o } CE [• W Z -PShOE) is lfive Dacademic years or ten full time (69 credit) semesters.

In their first year, PostZ o } CE [• W Z • š µ takešENG ZOP: Bibliography and Methods and, if they are GAs, ENG 791: College Teaching in Language and Literature in Fall, ENG 703: Survey of Literary Criticism and Theory in Spring. Portfolios are submitted in the third semester.

Professional Code of Cst/Discipline Guidelines

UNLV Graduate College policy regarding academic integrity can be found in the graduate catalog.

Annual Review Procedures

Annual Mandatory Individual Development Elalah: winter break and early spring term, graduate students arerequired to complete the Graduate Student Individual Development Plan (IDP) form [Formerly know as the Student Annual Review]. The review covers the prior calendar year and assess, student pr and it establishes reasonable goals for the yearaabltaydAdvisors/Graduate Coordinators have the $\{\infty, \delta_{1}\} \vee \delta_{1} \otimes OE \}$ | š} $Z \bullet \check{s} \mu v \check{s} \bullet [\bullet \mu u] \check{s} \check{s}$ / W v ‰0E}À] (reviewed the IDReported student data•iZ CE Á]šZ •šµ vš•[PŒ ыš }}OE]v š}OE foster opportunities for discussion **š**opoutvsš•[•šŒvPšZ•v Á Iv•••U } u ‰ o]•Z requirements, amodentoring plans so that students know what they need to do do gressier to pr successfully through their programs in a timely storatements who are graduating are also required to complete the form in order to record their achievements since the data is also used to track UNLV related to the annual productivativsofudents

Probation

If a student fails to successfully progress in their degree program, their department/school will recommend that the student be placed on probation by the Graduate College. Students on probation may be dismissed/separated from their program fors failings folly meet the conditions of their probation by the deadline provided. Please **Beebtheon** and Separatisention of the Graduate Catalog for more information.

Additional Rogram Information

Courses

The English Department offers graduate classes at the 600 and 700 levels. Except in extraordinary

circumstances and with prior approval of the DGS, MA students may count only 6 credits of 600 level coursework toward the degriee, only 700 vel courses count toward the PhD.

60@evel classes are cribistsed, and meet in conjunction, with v4D0ppedivision undergraduate classes, and graduate enrollment is generally capped at two. Graduate students are required to do additional readings, have different writing requirements, and are often expected to have additional meetings with the instructor outside of class. Because these courses enroll undergraduate, as well as graduate, students, our department can offer augmentee and variety of them in Fall and Spring than we can 7/@0el courses, and 600@el courses are typically the only graduate courses the department offers in summer (other than independent studies and thesis and dissertation hours).

Generally cappead twelve students, **Jeoe** classes are exclusively designed for, and typically enroll only, graduate students (MA, MFA, and PhD).

Independent study courses (ENG 796), which are variably weighted from one to three credits each, are arranged between **iridi**ual students and faculty, who together decide on their focus, modality, and requirements. Independent studies are designed to meet curricular needs not met by regular course offerings and to help students prepare for comprehensive and/or qualifying exampossible, however, students should enroll in regularly scheduled courses, as full student parlieving ation in 700 courses is necessary to ensure that they can be offered and that they provide a true seminar experience. Since ENG 796 doesaudomatically fulfill requirements for MA students in the Literature and Language/Composition Theory tracks, these students can count such courses toward their degree only if they receive advance approval from the DGS. PhD students may countsupftENG of editoward the degree. (See below for more information on how to register for ENG 796.)

ENG 798: Doctoral Research is a special independent study reserved for PhD students who, under an

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Course Scheduling

Course scheduling is ultimately the prerogative of the departmeequihedr.76% Pevel courses are on a regular rotation. ENG 700: Bibliography and Methods and ENG 791: College Teaching in Language and Literature are offered each Fall, ENG 703: Survey of Literary Theory and Criticism each Spring. To meet the needs of NMER had with Creative Dissertation students, one graduate creative writing \hat{A} (CEI • Z} \sim E' \hat{o} \hat{n} • Iv Z P v CE] • }((CE \hat{A} CE \hat{C} & oo v \sim CE v PU •

Our department also awards at least one Outstanding Graduate Student Teaching Award each year. The winner of this award is then nomionated College of Liberal Arts (COLA) Outstanding Graduate Student Teaching Award, competing for the chance to be the COLA nominee for the

such as graduate certificate prographicshops, training sessions and career services. You can follow Academy activities via social media or look for regular updates on the website.

Academic Success Center

The goal of the ademic Success Center is to help students do well academically and complete they studies on They offer or will refer you to such programs and resources as tutoring, advising, skills testing, career explored more. They guide students everyoos the way to the many established resources created to ensure they complete their educational goals. Learn more about the programs and services the center currently offers.

Alumni Association

With analumni base40,000 strong, the UNLV Alumni Association offers a variety of services and opportunitie support of alumni and their families. UNLV alumni are encouraged to support the values of higher learning the advocacy, involvement, and giving.

Commencement Office

Located in the UNLV Office of the Registrar, the commencement office is the last step in the graduation proc Please check with the commencement office for information on demacutmenearmony and your diploma; for all other information about graduate student degree completion and graduation, including thesis/dissertation requirements and doctoral hooding, please contact the Graduate College. It is the studentschseupeonsibility to they apply for aduation on timed submit all required forms to the Graduate College. Questions regarding thesis/dissertation should be directed to the Graduate College Teamod questions regarding required forms should be directed to the Graduate College.

Office of iversity Initiatives

The vision of the Office of Diversity Initiatives is to advocate, promote, and support the advancement of equilibrius inclusiveness, and empowerment of a continuously changing collegiate and global community. The mission of the Office of $p\dot{A} \in [\dot{s}c / v]\dot{s}] \dot{s}]\dot{A} = [\dot{s} \ \& CE \ \dot{A}] = 0$ $CE \cdot Z \ \& vto nur \& field \ \& OE \ \dot{A}] \in E \cdot S$ diversity, and inclusiveness that promotes respect, support, and empowerfice handles UNLV Title IX questions, inquiries, and report

Disability Resource Center (DRC)

The DRC is committed to supporting students with disabilities at UNLV through the appropriate use of advoct accommodations, and supportive services to ensure campus toourses, services, and activities. The DRC is the universite signated office that determines and facilitates reasonable accommodations in compliance with a Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitatio **Graduate 1990** and such a support of the DRC in order to receive appropriate accommodations.

Office of International Student and Scholars

International Students and Scholars (ISS) ensures covitable booth SEVIS (Student and Exchange Visitor Information System) and federal law, so that the university can continue to be authorized by the U.S. federal government to enroll international students; host and hire international scholars assignated vi eligibility and authorization relating to international students and scholars, and visa, travel, and immigration is provide critical and specialized services to the international students and scholars of the UNLV community; an facilitate their transition to the campus and the U.S.

Jean Nidetch Women's Center

dZ : v E] š Z t}u v[• vš Œ]• }uu]šš š} Œ š]vP •쉉}Œš]À v]v o throughprogramming, services, and advocacy for the UNLV community. The Women's Center has informational resources, brochures, and flyers for a variety of on and off campus organizations to help empower and protect yourself, and learn about your options. The your set to be the tempone, pads, and condoms.

The Intersection

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UNLV Libraries

UNLV Libraries has always been more than books; they are about encouraging students and creating quality programs **bh** elevate growth and learning. Please visit their website for important information about the servi

they offer to graduate students.

Graduate & Professional Student Association (GPSA)

The Graduate Berofessional Student Association serves all currently enrolled University of Nevada, Las Vegas graduate and professional students. The GPSA maintains the Graduate Student Commons located in the Lied L room 2141 and Gateway Building PDAC Roomiliting facorking office equipped with a copier, fax, flatbed scanners, color laser printer, office supplies, and computers with printers and a small kitchen area. The GPSA graduate student governance body at UNLV; the GPSA Council considuate student representative from each graduate department, and they meet monthly. The GPSA also provides volunteer opportunities, spot social events, and supports graduate student research through the graduate research and travel grants prog

Office of Student Conduct

The Office of Student Conduct is a -studented, service iented office located within the Division of Student Affairs. The Office of Student Conduct collaborates with thread with thread with thread with thread the system through enforcement of the Student Code of Conduct