

---

# Anthropology Graduate Program Handbook

## Welcome to the UNLV Department of Anthropology

This handbook is for students entering the Master of Arts program and the Doctor of Philosophy program in Anthropology. To help guide you along the path towards your graduate degree, we have created this handbook. We hope that this information helps propel you towards success in graduate school and beyond. This handbook:

- ” Provides timelines to help you chart your expected progress towards your degree
- ” Provides information regarding course requirements, administrative requirements, and including forms that must be submitted to the Department or to the Graduate College
- ” Provides information about becoming a Graduate Assistant (GA)
- ” Provides information about organizing your committee

## Mission Statement

Anthropology is the only academic discipline that studies the complete human experience; past, present, and future. Success in the 21st century requires an understanding of cultural diversity and evolutionary foundations of human behavior and biology within an increasingly interconnected and interdependent world. Anthropology is especially well suited to provide this



## Table of Contents

Advisory Committee Guidelines	4
Graduate Assistantships	4
Maximum Time Limits for State GA Funding	5



‡ ~~A~~ level state GAs may hold their position for 2 years with the possibility of a 1 semester extension if degree completion is pending.

‡ ~~3-BA/PhD~~ level state GAs may hold their position for 2 years and then be renewed for an additional 3 years by the department for a total of 5 years of funding. Up to a 1 year extension may be possible for pending degree completion.

‡ ~~3-PhD~~ level state GAs may hold their position for 4 years, with a possibility of up to a 1 year extension for pending degree completion.

## Registration and Enrollment

\$OO JUDGXDWH FRXUVHV QHHG 3'HSDUWPHQW & RQVHQW' W  
their chair and/or the graduate coordinator to ensure that the proper courses are being taken. Once decided upon, the student will send an email to the Administrative Assistant III with

probation may be dismissed/separated from their program for failing to meet the conditions of their probation by the deadline provided. Please see the Probation and Separation section of the Graduate Catalog for more information

Classes in which a student receives a C+ or lower will not count towards their degree. Any student receiving a C+ or lower will be placed on academic probation. Failure to meet requirements of probation will result in separation from the graduate program.

### Professional Development

You may contact the Office of Professional Development at (907) 475-1212 for more information.



## **Sample Program Descriptions and Timelines**

Please refer to the Catalog for the official plans of study. A Subplan will be decided through consultation with the committee chair. A student may not declare their subplan without prior approval from their committee chair. Once a subplan is determined, the student must email the Graduate Coordinator or the Graduate College and inform them of the intended subplan. Once the subplan has been declared, the appropriate Advisory Committee form will then be made available to the student on their Grad Rebel Gateway portal. Note: the plan of study form will not be made available until the Advisory Committee form has been submitted.

**Master of Arts Program by Tim** 1.2.96 Tfelinill then be made itted.

Sub







determined in consultation with the chair of the advisory committee. Minimum requirements for the departmental proposal include: general aims, hypotheses or research questions, methods, and significance. This proposal must be successfully defended to the committee and must be defended orally. The student must obtain committee approval of their prospectus and complete the Prospectus Approval form that can be found on Grad Rebel Gateway.

- ” MA/PhD Thesis/Dissertation Approval Form (ed)4 (c)





### The Intersection

The Intersection is a one-of-a-kind comprehensive multicultural center grounded in the academic life of our students. As an intersecting campus resource, the Intersection helps ensure students, particularly first-generation and students of color, successfully navigate their academic careers. Here, all members of campus can discuss their differences, discover their similarities, and build a shared sense of belonging.

### UNLV Libraries

UNLV Libraries has always been more than books; they are about encouraging students and creating quality programs that elevate growth and learning. Please visit their website for important information about the services they offer to graduate students.

### Graduate & Professional Student Association (GPSA)

The Graduate & Professional 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 Library room 2141 and Gateway Building PDAC Room. The facility a working office equipped with a copier, fax, flatbed scanners, color laser printer, office supplies, and computers with printers and a small kitchen area. The GPSA is the graduate student governance body at UNLV; the GPSA Council consists of one graduate student representative from each graduate department, and they meet monthly. The GPSA also provides volunteer opportunities, sponsors social events, and supports graduate student research through the graduate research and travel grants program.

### Office of Student Conduct

The Office of Student Conduct is a student-centered, service-oriented office located within the Division of Student Affairs. The Office of Student Conduct collaborates with the UNLV community to provide an inclusive system through enforcement of the *UNLV Student Code of Conduct* by:

- Promoting awareness of student rights and responsibilities;
- Establishing accountability for student choices;
- Creating opportunities for involvement in the process; and
- Striving to uphold the values and ethics that advance the common good.

### Military and Veteran Services Center

The Military and Veteran Service Center is staffed with veterans and veteran education benefits experienced staff to assist more than 1,800 veterans, dependents, active duty service members, National Guard members, and reservists attending

## Writing Center

This is a free service to UNLV students to help you with any writing project, from papers to creative writing, to resumes, and we can work with you at any stage of the writing process. The center can help you brainstorm, make an outline, work on your drafts, or just be a soundboard for your ideas. The center staff can assist you in person, or visit the [Online Writing Lab \(OWL\)](#) page.

## University Policies and Procedures

Graduate students are responsible for knowing and acting in accordance with UNLV Policies and Procedures. To view the most commonly referenced campus policies and procedures, you can refer to the following websites:

- x [Academic Integrity](#)
- x [Activation for Military Service](#)
- x [Change of Address](#)
- x [FERPA/Privacy Rights](#)
- x [Health Insurance Mandatory](#)
- x [Jean Clery Campus Safety and Security Report](#)
- x [Proof of Immunization](#)
- x [Policies and Procedures on the Protection of Research Subjects](#)
- x [Rebelmail Policy](#)
- x [Student Conduct Code](#)
- x [Student Computer Use Policy](#)
- x [Title IX](#)

UNLV does not discriminate in its employment practices or in its educational programs or activities, including admissions, on the basis of sex/gender pursuant to Title IX, or on the basis of any other legally protected category as is set forth in NSHE Handbook Title 4, Chapter 8, Section 13. Reports of discriminatory misconduct, questions regarding Title IX, and/or concerns about noncompliance with Title IX or any other anti-discrimination laws or

## Handbook Information

Last revised	Revised by	Changes summary
May 2016	Peter Gray	Small language edits along with a handful of modest changes to guidelines for prospectus, thesis and publishable paper defenses.
April 2018	Peter Gray	Edits to ANTH 790 and small edits to ensure links and contacts are current.
March 2020	Alyssa Crittenden Heather Nepa	Complete overhaul of degree timelines, number of electives within ANTH. Added information on non-thesis (publishable paper) tracks at both the MA and PhD level. Added information on annual evaluations, GA selection criteria, and student-faculty interaction (including codes of conduct and consensual relationship policy). Removed information on external grants and discipline specific websites in order to reduce length of document, as these resources are publicly available elsewhere. All changes ratified by faculty on March 25, 2020.
January 2023	Brian Villmoare Heather Nepa	Changed time-to-completion expectations, reflecting departmental vote at Aug. 2022 retreat.
August 2023	Matthew Montalto	Changed contact information for new Chair and Administrative Assistant. Updated Grad Coordinator Email.