

PhD: American Literary Studies, British and Irish Literary Studies, and Medieval Studies

What follows is a general guideline for students to keep on track with their studies. Your path may vary. Some deadlines are flexible while others are not. Of special attention are Graduate Studies (GS) deadlines. Those are not flexible. Remember to check in with the department's staff advisor as you have questions. Once you form your Committee on Studies, they will serve a vital role in program advisement. They will also oversee your comprehensive examinations and form the core of your Dissertation Committee.

Fall, 1st Semester

- Take ENGL 500 (required in 1st semester for ALS, BILS, and Medieval. Not required for RW)
- Take ENGL 530 if TA (required for all TA's 1st semester, all programs. If not TA'ing, not required)
- Work with faculty to form COS (as soon as this semester, no later than 2nd)
- Begin thinking about Language Skill if not already met with previous coursework or fluency
- Meet with English Graduate Advisor to look at progress sheets and go over any questions. ACGS will send approved Master's transfer work to EGA to populate on progress sheet.

Spring, 2nd Semester

- Finalize COS and file **Appointment of COS** form if not done already (English Dept form)
- Begin thinking about 3 fields of study to take comps in so you can begin taking coursework in those areas
- Begin building Individualized Reading Lists

Fall, 3rd Semester

- Continue to work and study with COS guidance
- Prepare for comps

Spring, 4th Semester

- If taking comps this semester, file **PhD Comp Exam Application** form (English Department form) with ACGS once comps dates are finalized, at least three weeks (but can be sooner) prior to your comps date
- File **Announcement of Exam** (GS form) at least two weeks before first comps exam date (use last exam date on form)
- Spring Comps: 2nd, 3rd, and 4th Mondays in February
- If comps passed this semester, form Dissertation Committee (DC) by building on COS Committee

-File **Appointment of Dissertation Committee** form with English Graduate Office at least two weeks prior to Prospectus Defense

-File **Application to Candidacy** form with GS once comps are passed

Fall, 5th Semester

-If comps taken last spring, work with DC to write and submit a Dissertation Prospectus. Defend Prospectus no later than 6 months after passing comps. Committee Chair files completed **Dissertation Prospectus Defense** form (English Dept form) with ACGS

-If taking comps this semester, file **PhD Comp Exam Application** form (English Department form) with ACGS once comps dates are finalized, at least three weeks (but can be sooner) prior to your comps date

-File **Announcement of Exam** (GS form) at least two weeks before first comps exam date (use last exam date on form)

-Fall Comps: 2nd, 3rd, and 4th Mondays in September

-If comps passed this semester, form Dissertation Committee by building on COS Committee

-File **Appointment of Dissertation Committee** form with English Graduate Office at least two weeks prior to Prospectus Defense

-File **Application to Candidacy** form with GS once comps are passed

-Once enrolled in ENGL 699 Dissertation hours, continuous enrollment going forward required

Spring, 6th Semester

-If comps taken last fall, work with DC to write and submit a Dissertation Prospectus. Defend Prospectus no later than 6 months after passing comps. Committee Chair files completed **Dissertation Prospectus Defense** form with ACGS

-Submit Annual Degree Evaluation and Progress form at the end of each spring going forward

-Begin writing dissertation in earnest. PhD candidates also TA'ing can expect to take two years to complete their dissertation.

Fall, 7th Semester

-Continue work on dissertation

-Continuous enrollment in ENGL 699 (minimum 6 hours for TAs)

Spring, 8th Semester

- Continue work on dissertation
- Continuous enrollment in ENGL 699 (minimum 6 hours for TAs)
- Submit Annual Degree Evaluation and Progress by end of term

Fall, 9th Semester

- Continue work on dissertation
- Continuous enrollment in ENGL 699 (minimum 6 hours for TAs)

Spring, 10th Semester

- Continue work on dissertation
- Continuous enrollment in ENGL 699 (minimum 6 hours for TAs)
- Submit Annual Degree Evaluation and Progress by end of term

And so on until successfully defending dissertation and graduating!

Nearing Completion of Your Dissertation

You have 5 years after passing your comps and advancing to candidacy to complete your dissertation! As you get closer to completing it, begin discussions with your DC about when you expect it to be done and therefore when you expect to be able to defend.

When getting ready to defend dissertation, inform the English Graduate Advisor. Discuss your defense date with your DC. The EGA will schedule you a room and a time for your defense. Once settled, file **Announcement of Exam** with GS at least two weeks prior to defense. Defenses should be held by:

--Mid-March to early-April in order to meet April 15th hard deadline to have all paperwork to GS for a spring graduation

--Mid-June to early-July in order to meet July 15th hard deadline to have all paperwork to GS for a summer graduation

--Mid-September to early-November in order to meet November 15th hard deadline to have all paperwork to GS for a fall graduation

--DC Chair and ACGS will record and submit **Report of Examination** to GS by above deadlines

--You need to submit your Dissertation Manuscript to GS by the above deadlines. GS will help you with the manuscript submission process. If you have reason for your manuscript to be embargoed, you must submit that request along with the **Announcement of Exam** form

There is no petition for these 15th of the month final deadlines. Students who complete requirements after the deadline but before the end of that term can ask to invoke the GS Courtesy Policy. This means you don't have to register for classes the following term, but your graduation will be moved to that next term.