



EAST TENNESSEE STATE
UNIVERSITY

Master of Arts in History

ORIENTATION REVIEW

GENERAL INFORMATION

- ❖ The requirements for a degree in history can be found throughout the MA Program webpage and program catalog.
- ❖ Familiarize yourself with the webpage and program policies. You will also see the Tuition Scholarships and Graduate Assistantship handbook on our program webpage and the Graduate School website.
- ❖ The catalogue in place when you enter the program describes the requirements for your degree – if that catalogue changes, the requirements you need to meet are those in place the academic year you entered the program.

Thesis Option

The thesis option requires 30 credits & Defense of a thesis:

- ✿ **1st Semester (9 credits):** HIST 5950 Intro to Research (Fall Semester) and two graduate seminars. (If you begin in the spring your required courses are 5940 and then 5950).
- ✿ **2nd Semester (9 credits):** HIST 5940 Historiography (Spring Semester) and two graduate seminars. **Select a thesis committee (usually three professors).**
- ✿ **3rd Semester (6 credits):** Two seminars plus **HIST 5990** Reading & Research gets you to 9 credits and eligibility for a GA or TS. Financial Aid (student loans) requires enrollment in six credits that count towards the degree. 5990 does not count, it is not part of our degree program, so only 6-credits count toward program completion.
- ✿ **4th Semester (6 credits):** One seminar and **HIST 5960** (thesis). GA/TS students only need six credits in their final term for eligibility, and both the thesis and another class are necessary to complete the 30 credit requirement. **Culminating Event: Thesis Defense.**
- ✿ Thesis students generally begin work on the project over the summer before their second year in the program. A thesis is an original contribution to the scholarship in your field based upon primary sources and an understanding of the existing scholarship.



*Non-Thesis Option**

The non-thesis option requires 39 credits to complete. Normal schedule:

- **1st Semester (9 credits):** HIST 5950 Intro to Research (Fall Semester) and two graduate seminars. (If you begin in the spring your required courses are 5940 and then 5950).
- **2nd Semester (9 credits):** HIST 5940 Historiography (Spring Semester) and two other classes.
- **3rd Semester (9 credits):** Three or four graduate seminars decide which professors will be on your Comprehensive Exam Committee. **Select Comprehensive Exam Committee of three professors and submit to History Department.**
- **4th Semester (12 credits):** Three or four graduate seminars.
Culminating Event: Comprehensive Exam (Written and Oral)

*The 12-credits can be taken any semester although most students wait until the final semester.

GRADUATE SEMINARS

- History graduate seminars are 5000 level or above.
- All students must complete HIST 5950 (research) and 5940 (historiography). Thesis students must also take 5960 (thesis) in their final semester.
- HIST 5010 - graduate-only seminars focused on American history.
- HIST 5020 - graduate-only seminars focused on European history.
- HIST 5030 - graduate-only seminars focused on the rest of the world.
- HIST 5xx7 - classes of all different types. They are called “split-level” classes because they have an undergraduate section (4xx7). The university limits the number of split-level courses you can take.
- HIST 5990 reading and research is a class that allows student to maintain continuous enrollment or eligibility for a GA/TS. It does not count towards graduation requirements. Thesis students can take it their third semester and students who do not complete the program in two years take the course for continued enrollment until they finish.
- HIST 5019/29/39: One credit courses required for all students with a GA or TS.

BE ADVISED . . .

- ▶ Your degree requires a secondary field (an area outside of your specialty). That amounts to two classes in a secondary field for the thesis and three for non-thesis students.
- ▶ You must maintain a 3.0 GPA to remain in good standing in the program
- ▶ The first semester below a 3.0 cumulative GPA will result in probation
- ▶ Continued semesters below 3.0 cumulative GPA will result in dismissal from the program
- ▶ An F in graduate school remains on your transcript, even if you retake a class.

ALSO BE ADVISED...

- ▶ No more than 30% of your courses that count towards graduation can be split-level (5xx7/5xx6) courses. For the thesis track this means three (3) and for non-thesis students only four (4) split-level seminars.
- ▶ No more than 30% of your courses that can come from independent studies (HIST 5900). Three for non-thesis four for split-level.
- ▶ **Tuition Scholarships, Graduate Assistantships, or a combination thereof are granted for two years only.**
- ▶ Once you have completed two years in the program you must be continuously enrolled in Thesis/Dissertation or Readings and Research credit until you finish, including the summer.
- ▶ **There is a six-year matriculation limit on earning your master's degree at ETSU.** You have six years to earn your degree. Afterward, courses dated six years old or older must be revalidated or retaken for those credits to count toward graduation.

FINANCIAL AID

- Federal Financial Aid: Regulations require that students enroll in at least five credit hours that count toward the program of study. Just enrolling in the requisite number of hours is not enough – the classes must count toward completing the MA program. If you receive an email from Financial Aid contact me immediately.
- GA/TS recipients must maintain enrollment of at least nine credit hours to be eligible for their award. In your final semester you may and probably will be eligible to enroll in six hours. We can discuss individual cases as applicable.
- Students with GAs are required to work 20 hours a week and submit a monthly time sheet to payroll. Tuition Scholars must perform eight-hours of service per week. GAs receive a small stipend, TS students do not - both cover tuition.
- A current Tuition Scholar may apply for a GA if a position becomes available (look for this during the spring). A Tuition Scholarship must begin at the time that a student enters the program. Both are only offered for the two years you are in the program. Neither is extended if you do not complete the program.

SERVICE AS A TS OR GA

- ▶ You may be asked to assist in the classroom with grading, attendance, administration, office hours, review sessions, classroom management, etc. In research roles you help faculty with their scholarship and other professional tasks.
- ▶ If you wish to teach, consider enrolling in GRAD 5110 Teaching Pedagogy for the Graduate Assistant through the Graduate School.
- ▶ You are not required to step in for the instructor of record – you can be asked and can agree, but you are *not* required to do so.
- ▶ You are not required to perform personal work for an instructor.
- ▶ You should not work or perform services beyond the 20 or 8 hours of your contract. If you wish you can agree to few more hours one week and a few less the next, but exceeding your contracted hours consistently is unacceptable.
- ▶ If you have any questions about your GA/TS requirements, problems with your assignment, or feel uncomfortable about a task contact the coordinator.

HIST 5019, 5029, and 5039

- ✿ There will be a D2L site set up for these online only courses (once you receive your assignment you can decide the one in which you should enroll). You must be enrolled in one of these sections if you are receiving a GA or TS from the Department of History.
- ✿ Successful completion HIST 5019/29/39 will be described each semester. Consider these courses professional development.
- ✿ Once I receive the completed assignment, it will be graded. The grade on Gold Link will be Pass or Fail.

Department Accommodations

- **Department mailbox.** Each of you has a mailbox in the department office **119 Rogers-Stout Hall**. Check it as regularly as possible.
- **ETSU email.** The department and Graduate School will only use your ETSU account. Respond to emails regularly – especially those directed to you.
- **Graduate Student Lounge.** You will have new responsibilities and demands on your time. Time management is key, and there is no right or wrong way to manage your time. You can relax or work in the Grad student lounge, room **126 Roger-Stout Hall** (get your key from the main office).
- **Events.** The history department, Appalachian Pre-modernists, Women's Studies, and other programs host events each semester. Watch for announcements!
- **Research funds.** We will talk about funding in Intro to Research and there are links on our program webpage to funds available through the Graduate School, Phi Alpha Theta, Department of History, and other sources on and off campus.