

PROGRAM OF STUDY FOR MA GRADUATE MAJORS
San Diego State University -- Graduate and Research Affairs

Official Program of Study and Advancement to Candidacy for an Advanced Degree

Last Name	First Name	Middle	Red ID
Street Address		E-Mail Address	
City		Zip Code	Telephone Number
Masters of Arts		English & Comparative Literature	
Degree (MA, MS, MBA, PhD, EdD, etc)		Specialization	

Department/ Course #	Course Title	Units	Semester	Grade
1	English 600	3		
2 Your Specific Specialization 600 - 700 level				
		3		
		3		
		3		
3 ELECTIVE COURSES				
TWO MA Literature Courses				
		3		
		3		
THREE Additional Electives				
		3		
		3		
		3		
4 Foreign Language Requirement				
Written Exam		0		P/F
Course		__		
5 Plan A: Thesis OR Plan B: Portfolio				
Plan A				
ENGL 799A		3		cr/nc
ENGL 799B		0		cr/nc
OR		OR		
Plan B ____				
ENGL 790		3		cr/nc
Portfolio Defense		0		P/F
Total units		30		

COMMENTS / NOTES

A core course, only offered in Fall semesters, that should be taken during your first Fall semester in the program.

Select **NINE units** within your specialization. (With the prior consent of the graduate adviser, English 798 may be substituted for one course).
COMPARATIVE LITERATURE SPECIALIZATION: ONE of the **THREE** classes **MUST** be in a 500-level or above foreign language literature course.

At least **SIX** units of elective credit must be taken from other areas of specialization within the MA program.

No more than **THREE** units of 500-level course work may be used for your POS.
A maximum of **SIX** units of your graduate elective credits may be taken outside the English Department.

Foreign language requirement can be fulfilled in one of the following ways:
1) Pass a local examination by the English Dept.
2) Complete one three-unit upper division foreign language literature course with reading in the original language with grade of 'C' or better.
3) Pass examination to be determined by graduate adviser if the chosen language is not taught at SDSU.
Students are encouraged to complete their foreign language requirement at least one semester before they plan to graduate.

Thesis

Your POS must be filed before you can submit thesis paperwork.

Portfolio Assessment and Defense

Engl 790 is **ONLY** offered in the Spring semester.
The MA PROGRAM doesn't offer classes during the summer.

I have read, filled out and accept this Program of Study (Student's signature)

Date: _____

Student has met all programmatic requirements and is recommended for advancement to candidacy ____

Graduate Advisor _____

Date: _____

August 10, 2018

Requirements for Filing an Official Program of Study and Advancement to Candidacy for an Advanced Degree:

For all questions regarding Program of Study, Advancement to Candidacy, thesis or portfolio and degree requirements, refer first to Graduate and Research Affairs' website: <http://gra.sdsu.edu/>

Student should consult the current *Bulletin of the Graduate Division* for information about the policies and procedures to be followed in completing and filing the Program of Study.

Your Program of Study may be submitted to the Graduate Division when **12 units** required for the degree have received a grade; however, if final program differs from approved POS, student and Graduate Adviser must petition the Graduate Division. Your POS should be filed in your third semester (semester before graduation) and no later than the very beginning of your final semester.

Again, to file a program, student must have classified graduate standing and must have completed a minimum of **12 graded units**. Students in post-baccalaureate or conditionally classified standing may not file a Program of Study for an advanced degree.

To use this POS form, you must access the requirements for the English Master of Arts Degree located in your catalog year, *Bulletin of the Graduate Division*. The courses follow this outline.

You must have at least 27 units of 600 and 700-level courses on your POS.

When filing your Program of Study, list all courses (30 units) to be presented for the degree, whether completed or not. Include grades for courses completed. Do not include on a Program of Study any course in which you received a grade of C+ or lower, U (unauthorized incomplete), or IC (incomplete over one year old).

Additionally, no course completed more than seven years prior to submission may be included on a Program of Study.

Requirements for an Engl 798:

To receive graduate credit for a special study:

1. Discuss your purpose of doing an Engl 798 with the Graduate Adviser.
2. Pick up a Special Study Agreement form outside AL 226A.
3. Inform supervisor at first meeting that you are taking course for Certified Graduate Credit.
4. Fill out the paperwork together and get supervisor's signature (Course: ENGL 798).
5. Return completed form to the Graduate Program Assistant, who will assign you a schedule # so that you are able to register for the course (cr/nc). **You cannot receive graduate credit retroactively, so if you fail to register, you will not receive credit for this ENGL 798.

You may petition to transfer a **maximum of 9 units** of Certified Graduate Credit into your Program of Study if the coursework fulfills SDSU MA required course work; see SDSU Graduate Bulletin.

If you are requesting certified graduate credit from another institution, as soon as your Graduate Advisor in the Department notifies you that s/he has filed your program, have an official, university-sealed transcript from that institution mailed to your evaluator in the Graduate Division. The evaluator in the Graduate Division will not approve your Program of Study until that sealed transcript is received. Once the Program of Study has been filed, the Graduate Division will notify you by mail as to whether or not it is approved.

**** Current Evaluators:** (Jennie Logan evaluator A-L (first letter, last name)
 (Cristina Sanchez evaluator M-Z (first letter, last name)

Division of Graduate Affairs; Graduate & Research Affairs

5500 Campanile Drive
 San Diego State University
 San Diego, CA 92182-8220

*****To graduate:** Once your Program of Study has been submitted and approved by the Graduate Division, you must petition any changes. If you fail to petition these changes, your graduation will be held up and possibly denied. Download the "Petition for Adjustment of Academic Requirements" form (from Graduate Division Website <http://aztecgrad.sdsu.edu/gra/graforms.aspx> located under Document Forms), print, fill it out and submit form to your Graduate Advisor, who will review, sign and pass it on to the Graduate Administrative Assistant, who will then submit petition to Graduate Division for final approval.

**If you have conditions attached to your acceptance to the MA program, it is your responsibility to comply with those conditions within the specified timeframe. Please make an appointment with the graduate adviser as soon as you have completed the requirements, or if an extension is required, so that a "Change of Status" form may be filed.

List: *Transfer OR Conditional* coursework below

Indicate university, course abbreviation, number, title, semester, units and grade

Transferable Courses	Universities:	
OR		
Conditional Courses		

Dept./Course #	Course Title	Semester	Units	Grade