

**GUIDE TO GRADUATE STUDIES IN FRENCH AND FRANCOPHONE AND ITALIAN
208-19
(revised August 2018)**

This *Guide to Graduate Studies in French and Francophone and Italian* contains essential information concerning the Department's graduate programs. Please study it carefully. **It is the student's responsibility to be familiar with the rules and regulations outlined here.** Students with questions about the material this guide contains may see the Director of Graduate Studies (Professor Sarah-Grace Heller, heller.64) or the Academic Program Coordinator (APC) (Sonya Afanasyeva, afanasyeva.1) for additional assistance.

It is also the student's responsibility to read and be familiar with the material in the *Graduate School Handbook* issued by the Graduate School (students should download a copy from the Graduate School's web page at <http://www.gradsch.ohio-state.edu/graduate-school-handbook1.html>. No paper copies will be issued). References in this document to *GSH* refer to particular sections of the *Graduate School Handbook*. These two documents complement one another, so students should have them both handy and refer to them often.

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APPLICATION DEADLINES

Students are normally admitted to our Ph.D. programs beginning Autumn semester. The deadlines for application are as follows:

For students who wish to be considered for a Fellowship or Graduate Teaching Associateship:

November 30

Applications received after this date may still be considered for Graduate Teaching Associateships if funding remains, but students are advised to submit their application as early as possible after this deadline if it cannot be met.

Students not requesting funding:

June 1 for international students

August 1 for U.S. students

Applications are evaluated as soon as all required components are received and the file is complete. Since some components, such as transcripts and letters of recommendation, may take time to be sent out after requested, students should plan well ahead of deadlines.

THE M.A. PROGRAM IN FRENCH AND FRANCOPHONE STUDIES OR ITALIAN STUDIES

The Master of Arts in French and Francophone Studies or Italian gives students who are looking to complete an M.A. degree advanced skills in research, critical thinking, and pedagogy, and a specialization in either French and Francophone Studies or Italian Studies. In conjunction with the graduate adviser, students plan a program of study that builds upon their undergraduate education and allows them to develop a comprehensive understanding of important developments in French and Francophone or Italian studies. Department faculty are committed to interdisciplinary research and teaching, and in conjunction with the advisor, students take two courses outside of their specialization during the course of the M.A.

Beyond our core faculty, students also have access to affiliated faculty across the campus with expertise in several exciting fields in French, Francophone, and Italian Studies.

Graduate students are part of a collegial department that offers a variety of courses in literature, culture, film, critical theory, and language pedagogy. Students are also provided instruction in the technical and interpretive skills necessary for graduate-level research and teaching.

In Spring of their second year, students who are on track to complete the M.A. may apply to continue on to the Ph.D. program the following year. **All accepted M.A. students are offered full tuition, fee waiver, and a teaching stipend for the duration of the M.A. program** (four consecutive semesters). GTAs teach one introductory-level language course per semester and benefit from an extensive training and mentoring system.

Admission requirements for the M.A. in French and Francophone Studies or Italian Studies

1. In accordance with the rules of the Graduate School, admission of students to the program is the dual responsibility of the Graduate School and the Departmental Graduate Studies Committee.
2. Applicants will generally be expected to have majored as undergraduates in the area chosen for graduate study.
3. A cumulative point-hour ration of 3.0 or above (or its equivalent from foreign institutions) is required for work done as an undergraduate. A cumulative point-hour ratio of 3.3 (or its equivalent from foreign institutions) is required for work done at the graduate level.
4. The Graduate Record Examination (GRE) is required of all applicants who are graduates of institutions where the primary language of instruction is in English, and of international applicants whose Grade Point Average from all previous higher-education institutions, when converted to the American 4-point scale by the Graduate School, is lower than 3.0. Students should strive to do as well as possible on all parts of the examination, since strength of GRE scores is considered an important factor for admission.

The Graduate School requires the following minimum scores:

- 550 Paper-based TOEFL
 - 79 Internet-based TOEFL (IBT)
 - 82 MELAB
 - 7.0 IELTS
5. To fulfill the Spoken English Requirement, new international graduate students for whom English is not the first language must certify their proficiency in spoken English before assuming GTA duties involving direct student contact. They may become

certified by scoring acceptably on the Test of Spoken English (TSE) (taken before coming to Ohio State) or the SPEAK test or, in some cases, by passing the mock-teaching test (both of which are given at Ohio State). Students whose English is not certified cannot be employed to teach in the Department.

Program Requirements for the M.A. in French and Francophone Studies

The majority of graduate courses in French and Francophone fall under the following categories:

- I. Literature and Culture
 - 1. Middle Ages and Renaissance
 - 2. Modernity and Enlightenment
 - 3. Revolution and Beyond
 - 4. Francophone Studies
- II. Film and Visual Culture
- III. Language, Linguistics, and Second Language Acquisition
- IV. Theory and Practice

The typical course load in our program is three graduate courses per semester, or 9 hours. Graduate students may, however, with the permission of the Graduate Advisor, register for up to 18 hours per semester, although it is recommended they take no more than 12 hours per semester. The minimum number of credit hours per semester for which an M.A. student must register to maintain full-time status is 8. A minimum of 30 graduate credit hours are required for the M.A. in French and Francophone Studies and must be distributed in the following way:

<u>Course</u>	<u>Credit hours required:</u>
7301 Teaching French at the College Level or equivalent	3
7601 Introduction to Research and Criticism in FRIT or equivalent	3
At least 1 course in 5 of the following categories: I 1, 2, 3, 4; II; III	15
At least 1 course in category IV, Theory	3
1-3 elective courses (up to two of which may be outside the dept.)	3-9
8998 Examination Preparation	3
Total	30-36

SAMPLE PROGRAM:

Year	Autumn Semester	Spring Semester
1	7301 Teaching FRIT (3 hrs) 7601 Intro FRIT Studies (3) Course in category I-III (3) and/or, if required, FR 4100 <i>9 hrs total</i>	Course I-IV (3) Course I-IV (3) Course I-IV (3) <i>9 hrs total</i>
2	Course I-IV (3) Course I-IV (3) Course I-IV (3) <i>9 hrs total</i>	Course I-IV (3) Course I-IV (3) 8998 Exam Prep (3) QUALIFYING PAPER <i>9 hrs total</i>

French and Francophone Studies Qualifying Paper (Masters examination)

Each Spring semester, all second-year M.A. students in French and Francophone Studies will undertake the Qualifying Paper, which will serve as a Masters examination. The Qualifying Paper is a 30-page, polished, potentially publishable research paper in an area of the student's choice. This paper can be a revision and expansion of a research paper written for a previous course in the program; an expansion of a new paper being developed for a course being taken concurrently with the Qualifying Paper hours; or a new idea the student wants to develop uniquely for the QP hours.

Guidelines for the qualifying paper: (*individual advisors may impose more frequent deadlines for sections of the paper, etc.*):

Autumn Semester

Week 10, 4th week of October: QP students declare provisional title and advisor to Director of Graduate Studies.

Students register for three credits of FR 8998 in Spring with chosen advisor (the Academic Services Coordinator will need to open up a number for each advisor). Students should begin preparing a bibliography and arrange a bi-weekly meeting schedule with their advisors in Spring with deadlines appropriate to individual needs in order to discuss students' research, bibliographic development, and writing.

Spring Semester

Week 2, 3rd Week of January: Deadline for submission of application to graduate with an M.A. Form. Students should submit the Application to Graduate Form via GradForms. The student should check the box indicating "non-thesis" option. The advisor should check the box indicating whether or not the student will continue onto the Ph.D. program.

Week 4, 1st week of February: Annotated bibliography due to advisors.

For the annotated bibliography, students should aspire towards a comprehensive list of works that have treated their specific question. The goal is for the student to understand how the question has been treated by different scholars through time, what the current state of the question is, and what deserves more attention or reexamination. Students should summarize each work's key arguments in a paragraph and assess briefly its importance to the field and to their research. The annotated bibliography is a tool to facilitate conversation with the advisor and so should be used in consultation beginning immediately when a field and advisor are chosen. See the *MLA Handbook* on preparing bibliographies, section 5.

Week 8, 1st week of March: First full draft of paper due to advisors. Advisors must return their revisions and comments to their advisees within 7 days. At this point, the Director of Graduate Studies will consult with advisors to assign faculty members as second readers.

Week 10, 3rd week of March: Final version of papers due to advisors and Director of Graduate Studies, to distribute to second readers. The advisor and second reader will evaluate the paper using a pre-established evaluation rubric to be submitted to the Director of Graduate Studies and

should give the student feedback to help prepare for the colloquium presentation. Students should practice their oral presentation with their advisors.

Week 11, 4th week of March: Qualifying Paper colloquium

The overall goal of the colloquium is to give students the experience of taking a much longer project and converting it to an MLA-style presentation, a regular professional activity for academics. It is important that students learn to read and present such papers in an engaging, coherent, and professional manner. Paper presentations should be 15 minutes long and carefully timed. They should present the key theses, arguments, and methodology of the paper, introduce the texts or other objects of analysis (“texts” in the broadest sense of the term), and give a sense of the analysis, whether with a brief close reading of a text or piece of media or a section of the paper. Students may want to engage the audience with well-prepared use of media (e.g. Powerpoint, images, or a handout). Papers may be either in English or French but should use and quote sources in their original language to demonstrate proficiency, comprehension, and analytical skills in both languages.

The FRIT Academic Program Coordinator will collect all evaluation sheets and calculate each student’s average score on the qualifying paper, on the presentation, and on both combined.

Week 12, 2nd week of April: Qualifying Paper Oral Defense

Students, advisors, and a second faculty reader will be scheduled for 45-minute meetings. The Director of Graduate Studies will preside to ensure consistency and will bring the MA examination form to be signed by the faculty present. The defense will be a chance to ask questions about the larger written project and to give feedback on it and the colloquium presentation. At the conclusion of the defense the student will be informed whether s/he has passed the Qualifying Paper.

Final paperwork:

Students who have successfully completed their coursework and passed the Qualifying Paper must submit their signed MA examination form to the Graduate School by **5:00 pm on Friday of the 2nd week of April.**

Second-year M.A. students who wish to apply to continue on to the PhD program the following year may apply internally to the department by November 30 of their third semester. In making their decision concerning admission into the PhD program, faculty will consider the applicant’s performance in courses, on the QP thus far, in teaching, and in departmental citizenship. Students who are admitted to the PhD program will begin their third year of that program (see below) the following autumn and will receive three additional years of a Graduate Teaching Assistantship to fund their studies.

Program Requirements for the M.A. in Italian Studies

The structure of the program is a combination of coursework and a Master's Exam during the fourth semester.

Coursework: 36 hours

Required Courses

- 3 hours of 7301, Teaching French and Italian at the College Level
- 3 hours of 7601, Introduction to Literary and Cultural Theory
- 6 hours of 8601, Theory and Practice (taken twice)

Core Courses

- 15 hours in Italian core courses
- 6 hours in courses outside of Italian chosen in consultation with the advisor (5000-level or above)
- 3 hours of 8998, Exam and Prospectus preparation

Masters Examination - Italian Studies

Students entering the program without an approved M.A. in Italian will take comprehensive written and oral qualifying exams at the end of the fourth semester of study. The qualifying examination is based on three lists of a combined minimum of forty entries that span the entire breadth of Italian cultural production and must be submitted for approval to members of the Qualifying Exam committee at least two months before the exam. When compiling the three lists, students should consult the comprehensive list (available from the graduate advisor in Italian) for entries on literature, film, and linguistics and students can substitute entries not on that list with the advisor's approval. The number of entries will vary (at a minimum of forty) depending upon complexity and length. At least eighteen of the entries must be literary sources, broadly considered, at least five must be films or television programs, and at least two must be related to linguistics. Students are encouraged to include items from the visual arts (painting, architecture, sculpture, photography) and the performing arts (dance, music, opera, theater) as well. The list should be balanced in terms of coverage and genre and must be arranged into the following three categories:

1. Italian Culture through the Ages. Fifteen or so entries covering the Duecento to the New Millennium, spread across at least seven centuries. In addition to literary entries, students are strongly encouraged to include at least one entry from each of the following areas: film, linguistics, performing arts, visual arts.
2. Genre and/or Media. (e.g., the visual arts, the novel, tragedy, lyric, autobiography, linguistics, comedy, performing arts, the popular, philosophy). Fifteen or so entries covering the Duecento to the New Millennium, spread across at least seven centuries.
3. A Critical Question and/or Theme in the history of Italian culture. (e.g., otherness, the environment, war, love, power, gender and sexuality, ideology/politics, class, migration). Fifteen or so entries covering the Duecento to the New Millennium, spread across at least seven centuries.

Written Examination

All students will write at least one section of the examination in Italian. The exam will have two main components: the first is composed of two proctored exams of three hours each covering on one day list #1 and on the other day list #2 without notes or books (a dictionary is permitted.)

The second part is an open-book, take-home examination covering list #3 picked up at the Department on a Friday at 4:30 p.m. and returned to the Department by 9:00 a.m. the following Monday. The completed version of this part of the examination should be roughly 13-15 typed pages in length (Times New Roman, 12-point font, double spaced, one inch margins) accompanied by a list of works cited and consulted (not included in page count). In cases where a weekend proves inconvenient, the examination may be taken over any other comparable two-day period.

Written examinations must be done on computers. During the period between the written and oral examinations, students should re-read all sections and prepare to discuss and defend them during the oral examination.

Oral Examination

The Oral Examination will last between 60 and 90 minutes. Students must bring a copy of their written examinations to the Oral. During this final part of the examination, students will be examined on items on their readings lists and on the results of their written exams. All members of the Qualifying Examination Committee will be present during the entire oral portion. At the conclusion of the oral portion of the Qualifying Examination and in the absence of the student, Qualifying Examination Committee will determine if the student has satisfactorily passed the Qualifying Examination. In the case of a negative decision, the student will be allowed to take the exam only one more time.

Qualifying Examination Procedures

1. The Graduate adviser chairs the Qualifying examination.
2. The Graduate Advisor is responsible for soliciting and collecting the questions for the written examination from the other members of the examining committee. If necessary, the Advisor may solicit questions from area specialists other than those who sit on the examining committee.
3. The examining committee is appointed by the Graduate adviser and normally consists of three to five faculty members. All members of the Qualifying Examination Committee will be present during the entire oral portion.
4. The examining committee is fully responsible for evaluating and scoring the three written exams with a score of “fail,” “low pass,” “pass,” “high pass.” Scores on the three exams can both increase or decrease as a result of performance in the oral examination. Only the Qualifying Examination Committee members are to be present for the discussion of the student’s performance and the decision about the outcome. The student will be informed of the decision in the presence of the committee. All other regulations pertaining to the Qualifying degree will be those of the graduate school.
5. Conduct of the written and oral examinations:
 - The first written part of the Qualifying examination (the two exams lasting three hours each) will be monitored.
 - For the first written part of the Qualifying examination, no pre-written materials (books, notes, class handouts, study guides, etc.) or internet use will be allowed. Students are expected to adhere to the highest standards of academic conduct. All suspected cases of misconduct will be reported to the Committee on Academic Misconduct as required by University rules.
 - Dictionaries will be allowed during the first written part of the Qualifying examination.

- For the second (take-home) part of the Qualifying examination, students may consult pre-written materials (books, notes, class handouts, the internet.) Students are expected to adhere to the highest standards of academic conduct. All suspected cases of misconduct will be reported to the Committee on Academic Misconduct as required by University rules.
 - The oral examination will take place no longer than two weeks after the written examination.
 - The oral examination will be 60 to 90 minutes long. It will not be restricted to the material treated in the written part of the examination and may cover any topics on the Reading List.
 - At least one part of the oral examination will be conducted in Italian and at least one part in English.
6. The three possible outcomes of the Qualifying Examination are: 1) the granting of an M.A. and an invitation to continue on to the Ph.D.; 2) the granting of a terminal M.A. to those students whose qualifying exams, oral exam, and/or overall performance in the program are deemed adequate but not of a quality sufficient to continue on to the Ph.D.; and 3) the dismissal from the program of those students whose performance on the written and/or oral component of the qualifying exam, and/or general academic performance to that point are considered inadequate to earn the M.A.

THE PH.D. PROGRAMS IN FRENCH AND FRANCOPHONE STUDIES AND ITALIAN STUDIES

The Ph.D. program in Italian is a “direct-admit” programs, meaning students with either a Bachelors or a Masters degree may apply to be directly admitted into the Ph.D. program. We offer no terminal Masters program in Italian, but students who enter without an MA and who fulfill all the requirements of the first two years of their PhD program will earn an MA degree on their way to the doctorate. In French we offer both a “direct-admit” Ph.D. program and a Masters degree program.

Admission Requirements

1. Admission of students to the Ph.D. program in French and Francophone Studies or Italian Studies is the dual responsibility of the Graduate School and the Departmental Graduate Studies Committee in accordance with the rules of the Graduate School. Applicants must apply online at the Graduate Admissions website: <http://gradadmissions.osu.edu/gri.asp> (*GSH*, Section II).
2. The Graduate Record Examination (GRE) is required of all applicants who are graduates of institutions where the primary language of instruction is in English, and of international applicants whose Grade Point Average from all previous higher-education institutions, when converted to the American 4-point scale by the Graduate School, is lower than 3.0. Students should strive to do as well as possible on all parts of the examination, since strength of GRE scores is considered an important factor for admission.
3. The Test of English as a Foreign Language (with a minimum score of 550 on the paper test, 213 on the computer-based test, or 79 on the Internet-based test) or the Michigan Test of English Language Proficiency (with a minimum score of 82) is required of all applicants from countries where the first language is not English, unless a degree was earned in an English-speaking institution.
4. Regardless of their TOEFL score, new international graduate students for whom English is not the first language must certify their proficiency in spoken English before assuming GTA duties involving direct student contact. They may become certified by scoring acceptably on the Test of Spoken English (TSE) (taken before coming to OSU) or the SPEAK test or, in some cases, by passing the mock-teaching test (both of which are given at OSU). **Students whose English has not been certified cannot be employed to teach in the Department**, so students are encouraged to take the TSE before arriving on campus if possible.
5. All applicants must submit at least two brief samples of academic or formal writing, one in French or Italian and one in English.

Graduate School Requirements for the Ph.D.

1. a minimum of 80 semester hours beyond the B.A. (*GSH*, VII.2).
2. completion of the following residence requirements after the first 30 hours of graduate credit have been completed:
 - minimum of 24 graduate credit hours at this university
 - minimum of two consecutive pre-candidacy semesters or one semester and a summer session with full-time enrollment
 - minimum of six graduate credit hours over a period of at least two semesters or one semester and a summer session after admission to candidacy (*GSH*, VII.14).
3. successful completion of a Candidacy Examination no later than two semesters prior to graduation (*GSH*, VII.14).
4. registration for 3 hours of graduate credit each semester (excluding May and summer sessions) following Candidacy until graduation (“continuous enrollment”) (*GSH*, III.1).*

* **Continuous Enrollment rule for post-candidacy students:** Students are expected to have completed all regular coursework before their Candidacy Examination. Upon successful completion of the examination, students must enroll each semester (excluding May and summer sessions) for 3 hours of graduate credit (*not* taken as an audit) until they complete their degree. **A minimum of 3 credit hours is considered full-time enrollment for post-candidacy students; it is also the maximum number of credit hours allowable without exceeding graduate funding.** Post-candidacy students must apply to the Department for a leave of absence for any period during which they are not continuously enrolled.

Program Guidelines

While we encourage our Ph.D. students to begin thinking of their main area of specialization and even of an eventual dissertation as early as possible in their program, we also want them to keep in mind the realities of the job market they will eventually enter. To that end, they should take a broad range of courses throughout their degree program in order to establish a familiarity with areas of French, Francophone, or Italian Studies outside of their specialization. Universities hiring at the Assistant Professor level today tend to favor candidates with solid pedagogical training and teaching experience and with at least two areas of teaching expertise. Ph.D.s pursuing non-academic careers also find a broad range of coursework essential. Examples of primary or secondary areas of specialization include, among many others, comparative studies, film studies, gender and sexuality studies, cultural studies, medieval and renaissance studies, and second language acquisition.

THE PH.D. PROGRAM IN FRENCH AND FRANCOPHONE STUDIES

The Department offers a doctoral program in French and Francophone Studies that gives students an opportunity to achieve a high level of scholarly competence and to develop the capacity to contribute original knowledge to the field. The goals of the Ph.D. in French and Francophone Studies are the following: 1) to provide students with the analytical tools and research skills necessary to conceive, create, and publish original and significant research in their chosen fields; 2) to train students to become effective post-secondary teachers in their fields through workshops, observations, apprenticeships, and the opportunity to teach a variety of courses; and 3) to prepare students to become leaders in their future institutions of employment and scholarly fields through seminars, workshops, and service opportunities that expose them to the administration of departments, universities, and professional organizations. With the innovative coursework and wide range of experiences in research, teaching, and service our program offers, students may expect to become competitive candidates on the job market and successful working professionals.

The path towards the Ph.D. degree follows a natural progression from course work to candidacy to dissertation. For students entering without an approved Masters degree in French and/or Francophone Studies, the Ph.D. is a five-year program. Students take courses for approximately two and a half years then take their candidacy examinations in spring of their third year. Upon successfully passing the candidacy examinations, students submit and defend a dissertation prospectus in early autumn of their fourth year, then engage in the writing of the dissertation. For students entering the Ph.D. program with an approved Masters degree in French and/or Francophone Studies, the program normally takes four years. Students take courses for one and a half years then continue on as above. Students in the program who are making good progress but who have not finished their dissertation by their last year of regular funding may apply for an additional year of funding, but such funding is awarded on a competitive basis and is in no way guaranteed.

Departmental Requirements

1. All doctoral candidates must successfully complete required coursework, pass a Qualifying Paper and oral defense, pass a Candidacy Examination (with a written and an oral component), successfully defend a dissertation prospectus, and pass a final oral examination on the dissertation and the designated special areas of research.
2. **Third Language Requirement:** Candidates are required to demonstrate at least a reading knowledge of a third language, such as Latin, German, Italian, Arabic, or any other language related to the student's areas of study, subject to the approval of the student's advisor. This may be done by passing a level II examination given by the pertinent department, or by passing the two Latin, German, or Spanish Reading for Research courses (see pertinent department for course numbers) or the 1101-1103 series in other languages with a grade of "B" or better (the 1000-level series may not be substituted for 5000-level Reading for Research courses in departments where the latter exist, although students are free to take any additional courses on their own). **Credit hours taken to satisfy the Language Requirement cannot be counted toward those required for the degree (GSH II.3.1.4).**

Advisor

At the beginning of the doctoral program, students are assigned to the Chair of the Graduate Studies Committee. By Spring semester of the second year of study (or Spring of the first year for those entering with an M.A.), each student must choose a major area and two minor areas of specialization. At that time, the Graduate Advisor, in consultation with the student, will appoint a major advisor selected from departmental faculty specializing in the area. The new major advisor will chair the student's Candidacy Examination Committee and subsequently direct his/her dissertation. The appointment of a major advisor will be formalized with the appropriate departmental form (available from the Graduate Advisor or the ASC) and signed by the new advisor, the student, and the Graduate Advisor. Students should consult with the Graduate Advisor and/or their major advisor regularly throughout the program to ensure that they are fulfilling requirements and advancing in a timely manner.

Course Requirements

The majority of graduate courses in French and Francophone Studies and SLA fall under the following categories:

- I. Literature and Culture
 - 1. Middle Ages and Renaissance
 - 2. Modernity and Enlightenment
 - 3. Revolution and Beyond
 - 4. Francophone Studies
- II. Film and Visual Culture
- III. Language, Linguistics, and Second Language Acquisition
- IV. Theory and Practice
- V. Courses Outside the Department

In selecting courses, please note that Ph.D. students are expected to take 5000-, 6000-, 7000- and 8000-level courses. 8193, Individual Studies (independent study) may not be used to satisfy an area requirement without the approval of the Graduate Advisor. Independent study courses should be taken only as a last resort when regularly scheduled courses will not satisfy remaining requirements.

The minimum number of credit hours per semester for which a pre-candidacy graduate teaching associate must register to maintain full-time status is 8 (12 for fellowship students). The typical pre-candidacy course load in our program is three graduate courses per semester, or 9 hours (for fellowship students it is 4 courses). Graduate students may, however, with the permission of the Graduate Advisor, register for up to 16 hours per semester, although this many hours is not usually advisable.

Students are required to take one 8303 Teaching Apprenticeship at some point during their program (which is worth 1 to 3 credit hours depending on whether taken pre- or post-Candidacy). Students who have passed their candidacy exams **must register** for 8899 Dissertation Workshop (1 credit) the following semester and each semester until graduation.

Course requirements for students specializing in literature, culture, and/or film entering the program *without* an approved Masters degree:

Required Courses (all 3 credit-hour courses) 12 Credit Hours
7301 Teaching French at the College Level
7601 Introduction to Literary and Cultural Theory
8601 Theory and Practice (taken twice)
* 7601 may be waived if student has already taken an equivalent course, subject to approval by the Graduate Advisor.

Core Courses 27 Credit Hours
At least one course in each of the categories II, 2, 3, 4; II; III
At least two additional courses in student's major area
At least one additional course in student's minor area

Three Courses Outside of the Department 9 Credit Hours
(These courses can be taken in Italian Studies if one of the student's minor fields focuses on Italian literature, cinema and media, or culture)

*In consultation with their advisor, students will take nine credit hours of graduate coursework (usually three courses) offered outside the department toward these 48 hours. In addition to their specialization in literature, culture or film studies, or SLA, students will have a minor field and complete a Graduate Interdisciplinary Specialization or a Graduate Minor related to either their major or minor field (students may petition to create their own minor provided that the desired Graduate Interdisciplinary Specialization or a Graduate Minor does not exist at OSU).

The remaining 32 hours needed to reach 80 will include the following course numbers:

8303 Teaching Apprenticeship	1-3
8998 Exam and Prospectus Prep	27-36
8999 Dissertation Writing	4-6
	32+48=80

SAMPLE PROGRAM for students specializing in literature, culture, and/or film entering *without* an approved Masters degree in French and/or Francophone Studies:

Year	Autumn Semester	Spring Semester	Summer Semester
1	7301 Teaching FRIT (3) 7601 Intro to Theory (3) Course in category I, II, or III (3) <i>9 hrs</i>	Course in categories I, II, III, or IV (3) Course I-V (3) Course Outside Department (3) <i>9 hrs</i>	
2	Course I-V (3) Course I-V (3) Course Outside Department (3) <i>9 hrs</i>	Course I-V (3) Course I-V (3) Course Outside Department (3) 8998 QP Prep (3) QUALIFYING PAPER <i>12 hrs</i>	8998 Exam Prep (6) <i>5 hrs</i>
3	Course I-V (3) Course I-V (3) Course I-V (3) 8998 Exam prep (3) <i>12 hrs</i>	Course I-V (3) 8998 Exam prep (9) CANDIDACY EXAM <i>12 hrs</i>	
4	8899 Diss Workshop (1) 8303 Teaching Apprenticeship (1-2) <i>and/or</i> 8999 Diss Writing (1-2) PROSPECTUS DEFENSE <i>3 hrs total</i>	8899 Diss Workshop (1) 8303 Teaching Apprenticeship (1-2) <i>and/or</i> 8999 Diss Writing (1-2) <i>3 hrs</i>	
5	8899 (1) 8303 (1-2) <i>and/or</i> 8999 (1-2) <i>3 hrs total</i>	8899 (1) 8303 (1-2) <i>and/or</i> 8999 (1-2) DISSERTATION DEFENSE <i>3 hrs total</i>	

80 total hours

Course requirements for students specializing in literature, culture, and/or film entering *with* an approved Masters degree:

Students specializing in literature, culture, and/or film entering the program with a Masters degree in French and/or Francophone Studies will normally be awarded 30 credit hours toward the 80 needed for the Ph.D.

Required Courses (all 3 credit-hour courses)	9 Credit Hours
7301 Teaching French at the College Level	
7601 Introduction to Literary and Cultural Theory	
8601 Theory and Practice	
* 7601 may be waived if student has already taken an equivalent course, subject to approval by the Graduate Advisor.	

Core Courses	12 Credit Hours
At least one course in 4 of the 6 following categories: I1, 2, 3, 4; II; III	

Three Courses Outside of the Department	9 Credit Hours
(These courses can be taken in Italian Studies if one of the student's minor fields focuses on Italian literature, cinema and media, or culture)	

The remaining 32 hours needed to reach 80 will include the following course numbers:

8303 Teaching Apprenticeship	1-3
8998 Exam and Prospectus Prep	15-25
8999 Dissertation Writing	4-6
	30+30+20=80

SAMPLE PROGRAM for students entering *with* an approved Masters degree:

Year	Autumn Semester	Spring Semester
1	7301 Teaching FRIT (3) 7601 Intro to Theory (3) Course in I-IV (3) <i>9 hrs total</i>	Course in I-IV (3) Course in I-IV (3) Course Outside Department (3) QUALIFYING PAPER <i>9 hrs total</i>
2	Course in I-IV (3) Course Outside Department (3) 8601 Theory and Practice <i>9 hrs total</i>	Course Outside Department (3) 8998 Exam prep (9) CANDIDACY EXAM <i>11 hrs total</i>
3	PROSPECTUS DEFENSE 8899 Dissertation workshop (1) 8303 (1-2) <i>and/or</i> 8999 (-2) <i>3 hrs total</i>	8899 (1) 8303 (1-2) <i>and/or</i> 8999 Dissertation writing (1-2) <i>3 hrs total</i>
4	8899 (1) 8303 (1-2) <i>and/or</i> 8999 (1-2) <i>3 hrs total</i>	8899 (1) 8303 (1-2) <i>and/or</i> 8999 (1-2) DISSERTATION DEFENSE <i>3 hrs total</i>

50 total hours + 30 = 80

Course requirements for students specializing in Second Language Acquisition entering *without* an approved Masters degree in French and/or Francophone Studies:

Courses (all are 3-credit hour courses):

7301: Teaching Fr and It at the College Level

7601: Introduction to Theory

8301: Introduction to SLA

8302: Issues in SLA

Research Methods

One Course in each of the categories of I

One Course in II

Three Courses in III

At least two additional courses in student's major area

At least one additional course in student's first minor area

At least one additional course in student's second minor area

51 Hours

The remaining 29 hours needed to reach 80 will include the following course numbers:

8303 Teaching Apprenticeship 1-3

8998 Exam and Prospectus Prep 24-36

8999 Dissertation Writing 4-6

51+29=80

Course requirements for students specializing in Second Language Acquisition entering *with* an approved Masters degree in French and/or Francophone Studies:

Students specializing in SLA entering the program with a Masters degree in French and/or Francophone Studies will normally be awarded 30 credit hours toward the minimum 80 needed for the Ph.D.

Courses (all are 3-credit hour courses):

7301: Teaching Fr and It at the College Level

8301: Introduction to SLA

8302: Issues in SLA

Research Methods

One Course in I

One Course in II

Four Courses in III

One Course in I, II, or IV

33 Hours

The remaining 17 hours needed to reach 50 will include the following course numbers:

8303 Teaching Apprenticeship 1-3

8998 Exam and Prospectus Prep 12-17

8999 Dissertation Writing 4-6

33+17=50

In order to finish the coursework needed for the SLA specialization, students entering with an approved MA will normally take their candidacy examination in autumn of their third year of the program and defend their prospectus that semester or the following spring.

Qualifying Paper

Each Spring semester, second-year graduate students in French and Francophone Studies who entered the program without an M.A. and first-year students who entered with an M.A. will undertake the Qualifying Paper, which will be used, along with students' course work up to that point, to determine whether they may continue in the program the following year. The Qualifying Paper is a 30-page paper (not including references, tables or appendices). It should be polished, potentially publishable research whose directed preparation will give students an idea of what writing a dissertation chapter is like and which will help them determine in what area(s) they will specialize. This paper may be a revision and expansion of a research paper previously written for a course here at OSU or at another institution (in the latter case, the paper cannot be an Honors or M.A. thesis, thesis chapter, or other previously polished work); an expansion of a new paper being developed for a seminar being taken concurrently with the Qualifying Paper hours that spring; or a new idea the student wants to develop uniquely for the QP hours.

Guidelines for the qualifying paper (*individual advisors may impose more frequent deadlines for sections of the paper, etc.*):

Autumn Semester

Week 10, 4th week of October: QP students declare provisional title and advisor to Director of Graduate Studies. Students register for three credits of FR 8998 in Spring with chosen advisor (the Academic Services Coordinator will need to open up a number for each advisor). Students should begin preparing a bibliography and arrange a bi-weekly meeting schedule with their advisors in Spring with deadlines appropriate to individual needs in order to discuss students' research, bibliographic development, and writing.

Spring Semester

Week 2, 3rd Week of January: Deadline for second-year students who entered without an MA to apply to receive an MA. Form is available here:

<http://www.gradsch.osu.edu/Depo/PDF/Master%27sGraduate.pdf>

Director of Graduate Studies should check box indicating that students are continuing on to the PhD program; check "non-thesis" option.

Week 4, 1st week of February: Annotated bibliography due to advisors.

For the annotated bibliography, students should aspire towards a comprehensive list of works that have treated their specific question. The goal is for the student to understand how the question has been treated by different scholars through time, what the current state of the question is, and what deserves more attention or reexamination. Students should summarize each work's key arguments in a paragraph and assess briefly its importance to the field and to their research. The annotated bibliography is a tool to facilitate conversation with the advisor and so should be used in consultation beginning immediately when a field and advisor are chosen. See the *MLA Handbook* on preparing bibliographies, section 5.

Week 8, 1st week of March: First full draft of paper due to advisors. Advisors must return their revisions and comments to their advisees within 7 days. At this point, the Director of Graduate Studies will consult with advisors to assign faculty members as second readers.

Week 10, 3rd week of March: Final version of papers due to advisors and Director of Graduate Studies, to distribute to second readers. The advisor and second reader will evaluate the paper using a pre-established evaluation rubric to be submitted to the Director of Graduate Studies and should give the student feedback to help prepare for the colloquium presentation. Students should practice their oral presentation with their advisors.

Week 11, 4th week of March: Qualifying Paper colloquium

The overall goal of the colloquium is to give students the experience of taking a much longer project and converting it to an MLA-style presentation, a regular professional activity for academics. It is important that students learn to read and present such papers in an engaging, coherent, and professional manner. Paper presentations should be 15-minutes long and carefully timed. They should present the key theses, arguments, and methodology of the paper, introduce the texts or other objects of analysis (“texts” in the broadest sense of the term), and give a sense of the analysis, whether with a brief close reading of a text or piece of media or a section of the paper. Students may want to engage the audience with well-prepared use of media (e.g. Powerpoint, images, or a handout). Papers may be either in English or French but should use and quote sources in their original language to demonstrate proficiency, comprehension, and analytical skills in both languages.

The FRIT Academic Program Coordinator will collect all evaluation sheets and calculate each student’s average score on the qualifying paper, on the presentation, and on both combined.

Week 12, 2nd week of April: Qualifying Paper Oral Defense

Students, advisors, and a second faculty reader will be scheduled for 45-minute meetings. The Director of Graduate Studies will preside to ensure consistency and will bring the MA examination form to be signed by the faculty present. The defense will be a chance to ask questions about the larger written project (in the manner of qualifying exams), to give feedback on the colloquium presentation, and to work with the student to set goals for future work. Students will also receive feedback on the annual faculty evaluation of their teaching, research, and service performance.

Advisors will all be supplied beforehand with a copy of each student’s scores on the Qualifying Paper and presentation and his/her advising report. A final decision concerning each student’s future in the program will be made at that time based on the Qualifying Paper scores, the student’s academic record in the program, and faculty evaluations as expressed during the Spring Graduate Student Evaluation meeting (which will have already taken place). The three possible outcomes are: 1) the granting (at the end of summer session) of an MA to those students who entered without one and an invitation to continue on to the PhD; 2) the granting (at the end of summer session) of a terminal MA to those students who entered without one and whose qualifying paper, oral presentation, and overall performance in the program are deemed adequate but not of a quality sufficient to continue on to the PhD; and 3) the dismissal from the program of those students whose qualifying paper, presentation, and academic performance to that point are considered inadequate to earn the MA or to continue to the PhD.

Final paperwork: Students who entered without an MA degree and who successfully complete the first two years of the program (including passing the qualifying paper) must submit their signed

MA examination form to the Graduate School by **5:00 pm on Friday of the 2nd week of April.**

Candidacy Examination

Students entering without a Masters degree normally take their Candidacy Examination at the end of their third year. Those entering with an approved M.A. take the exam at the end of their second year. The Candidacy Examination includes a written and an oral portion. The written examination is divided into three parts, a major area and two minor areas. Students must choose their areas of specialization in consultation with the Graduate Advisor and/or their major advisor and should be mindful of the areas which faculty in the department cover. Students do not have to choose only areas and topics that are the *primary* specializations of the faculty, but at least one faculty member must have some expertise in each area chosen. Students must have taken at least one graduate course with each of their three examination committee members.

Generally, at least one area of the examination will be concentrated in an historical period, such as the Middle Ages, the Enlightenment, or the 20th century. Another area will help you develop a methodology for the dissertation. The third area will represent a secondary teaching area that is distinct from the major area and the methodology. One of the two minor areas will be related to the Graduate Interdisciplinary Specialization or Graduate Minor and will be related to French and Francophone Studies in another department or program, such as History, African and African-American Studies, Film Studies, Comparative Studies, Medieval and Renaissance Studies, English, Italian, or Near Eastern Languages and Cultures. For this second minor, the student must have one extra-departmental faculty member who taught at least one of the outside courses on the Examination and Dissertation Committee.

At the start of preparation for the Candidacy Examination, the major advisor, in consultation with the student, forms an Examination Committee (consisting of no fewer than two faculty members from the Department of French and Italian) that includes the major advisor, one advisor for each of the two minor areas, and one additional faculty member (the “fourth reader,” who should be conversant with the material in at least one field). The student then prepares, with the approval of the Examination Committee, working lists of the readings for which s/he expects to be held responsible. All members of the Committee must approve all the lists and ensure that adequate breadth is achieved. All finalized reading lists must be submitted to the Examination Committee no later than one semester before the scheduled examination.

Written Examination:

The specific format of the examination is determined by the student and the members of the Examination Committee and consists of 50% in the major area and 25% in each of the two minor areas, followed by a two-hour oral portion. The examination for at least one of the three areas must be completed in French, and at least one in English. The major examination will be an open-book, take-home examination obtained from the Department on a Friday at 4:30 p.m. and returned to the Department by 8:30 a.m. the following Monday. The completed draft of this part of the examination should be roughly 24-30 double-spaced typed pages in length. The two minor examinations will also be open-book take-home examinations obtained on a Friday at 4:30pm and returned to the Department by 8:30 the following Monday. Each of these exams should be roughly 12-15 pages in length. In cases where a weekend proves

inconvenient, the examination may be taken over any other comparable two-day period. Written examinations must be done on computers. Print-outs must include page numbers and, in the case of French, the appropriate accents. During the period between the written and oral examinations, students should re-read all sections and prepare to defend them during the oral examination.

Oral Examination:

Once the student and his/her committee has decided on the date of the oral part of the exam (which should generally be held one week after the completion of the last part of the written exam), **the student must complete an Application for Candidacy via GradForms. The Application must be submitted, and signed by all parties at least two weeks prior to the scheduled date of the oral exam. The Graduate School reserves the right to ask the student to rescheduled the Oral Examination if the Application is complete later than two weeks before the oral exam.** The oral part of the Candidacy Examination will consist of a two-hour examination on the written part and the chosen areas of specialization. Students must bring a copy of their written examination to the Oral. At least one part of the oral examination must be conducted in French and at least one part in English.

Both the written and oral portions of the Candidacy Examination will be taken and completed within the same semester of the same academic year. Students who take their candidacy examination in autumn rather than the previous spring (with their advisor's permission) must schedule it **so that the oral portion is completed by October 1.** This is to ensure that the rest of the semester can be spent completing and defending the prospectus and beginning the dissertation. **There will be no candidacy examinations given or taken during Summer session (May-August).**

The student has successfully completed the Candidacy Examination only when the decision of the Examination Committee is unanimously affirmative (*GSH*, VII.7). If the student fails one or more parts of the exam, it is up to the Committee to decide if the student will be allowed to retake them; the option to retake parts of the exam is granted on a case-by-case basis and is not guaranteed. If the student is permitted to retake one or more parts of the exam, s/he must do so by the end of the semester following that in which s/he took the original exam. If the student fails one or more parts of the second exam, s/he is automatically dismissed from the program and the Graduate School. For additional information and rules concerning the Candidacy Examination, see the *GSH*, VII.4-7.

Provided that the student is in good standing (*GSH*, VII.9) at the end of the semester in which the Candidacy Examination is satisfactorily completed, s/he will be admitted to candidacy for a doctoral degree. Doctoral candidates must register for 3 graduate credit hours (and no more) per semester (excluding summer) until they successfully defend the dissertation and earn their degree.

Dossier

Students will create a dossier of teaching and research materials, which they will submit to their online Box portfolio according to the deadlines below. Pedagogical materials for the dossier (items 1, 2, and 3) will be compiled in collaboration with the director of the Italian language program (Prof. Wynne Wong). Items 10, 11, 12, and 13 will be completed in the Dissertation Workshop and the Practice of the Profession Series.

For students entering without an approved M.A. in French and/or Francophone Studies:

1. A 450-word teaching philosophy (beginning of 9th semester).
2. A list of workshops, webinars, and conferences related to teaching that students attended (beginning of 9th semester).
3. Sample teaching video: A digital recording of one class with the lesson plan and the syllabus for the course (end of 8th semester).
4. Sample syllabus for an intermediate language course (end of 6th semester).
5. Sample syllabus for an introduction to French and Francophone Studies or French SLA undergrad course (beginning of 7th semester).
6. Sample syllabus for an upper level UG or Grad course (beginning of 7th semester).
7. Conference presentation (end of 9th semester).
8. Publication submitted to an academic journal for review (end of 9th semester)
9. Writing sample (beginning of 9th semester)
10. CV (beginning of 9th semester)
11. Dissertation abstract (beginning of 9th semester)
12. Statement of research (beginning of 9th semester)
13. Sample cover letter (beginning of 9th semester)

For students entering with an approved M.A. in French and/or Francophone Studies:

1. A 450-word teaching philosophy (beginning of 7th semester).
2. A list of workshops, webinars, and conferences related to teaching that students attended (beginning of 7th semester).
3. Sample teaching video: A digital recording of one class with the lesson plan and the syllabus for the course (end of 6th semester).
4. Sample syllabus for an intermediate language course (beginning of 4th semester)
5. Sample syllabus for an introduction to French and Francophone Studies or French SLA UG course (end of 4th semester).
6. Sample syllabus for an upper level UG or Grad course (end of 4th semester).
7. Conference presentation (end of 7th semester).
8. Publication submitted to an academic journal for (end of 7th semester)
9. Writing sample (beginning of 7th semester)
10. CV (beginning of 7th semester)
11. Dissertation abstract (beginning of 7th semester)
12. Statement of research (beginning of 7th semester)

Advising Guide for Ph.D. students in French and Francophone Studies entering *without* an approved M.A. in French and/or Francophone Studies

1. Required courses (3 credit hours each): _____/12 hours

- _____ 7301: Teaching Fr and It at the college level
- _____ 7601: Introduction to Theory
- _____ 8601: Theory and Practice (taken twice)

2. Core Courses: (3 credit hours each): _____/27 hours

At least one course in each of the categories I1, 2, 3, 4; II; III

At least two additional courses in student's major area

At least one additional course in student's minor area

3. Three Courses Outside of the Department _____/9 hours

(to complete the GIS or Graduate Minor) (3 credit hours each):

- _____ 3 hours
- _____ 3 hours
- _____ 3 hours

4. Exam Prep/ Teaching Apprenticeship/Dissertation Workshop _____/27-36 hours

- _____ # hours _____
- _____ # hours _____
- _____ # hours _____
- _____ # hours _____

5. Dissertation writing _____/4-6 hours

TOTAL: _____/80 hours

Proficiency in foreign language obtained by: _____

Graduate Interdisciplinary Specialization or Graduate Minor obtained in:

Advising Guide for Ph.D. students in French and Francophone Studies entering *with* an approved M.A. in French and/or Francophone Studies

1. **Required courses** (3 credit hours each): _____/9 hours

_____ 7301: Teaching Fr and It at the college level

_____ 7601: Introduction to Theory

_____ 8601: Theory and Practice

2. **Core Courses:** (3 credit hours each): _____/12 hours

At least one course in 4 of the 6 following categories I1, 2, 3, 4; II; III

3. **Three Courses Outside of the Department** _____/9 hours

(to complete the GIS or Graduate Minor) (3 credit hours each):

_____ 3 hours

_____ 3 hours

_____ 3 hours

4. **Exam Prep/ Teaching Apprenticeship/Dissertation Workshop** _____/16-25 hours

_____ # hours _____

_____ # hours _____

_____ # hours _____

_____ # hours _____

5. **Dissertation writing** _____/4-6 hours

TOTAL: _____/ 50 hours

Proficiency in foreign language obtained by: _____

Graduate Interdisciplinary Specialization or Graduate Minor obtained in:

Advising Guide for Ph.D. students in SLA entering *without* an approved M.A. in French and/or Francophone Studies

1. **Required courses** (3 credit hours each): _____/15 hours

- _____ 7301: Teaching Fr and It at the college level
- _____ 7601: Introduction to Theory
- _____ 8301: Introduction to SLA
- _____ 8302: Issues in SLA
- _____ Research Methods

2. **Core Courses:** (3 credit hours each): _____/36 hours

At least one course in three of the four following categories I:1, 2, 3, 4

One course in II

Three courses in III

At least two additional courses in student's major area

At least one additional course in student's first minor area

At least one additional course in student's second minor area

3. **Exam Prep/ Teaching Apprenticeship/Dissertation Workshop** _____/25-36 hours

	# hours	
	# hours	
	# hours	
	# hours	

4. **Dissertation writing** _____/4-6 hours

TOTAL: _____ / 80 hours

Proficiency in foreign language obtained by: _____

Graduate Interdisciplinary Specialization or Graduate Minor obtained in: _____

Advising Guide for Ph.D. students in SLA entering *with* an approved M.A. in French and/or Francophone Studies

1. Required courses (3 credit hours each): _____/12 hours

_____ 7301: Teaching Fr and It at the college level

_____ 8301: Introduction to SLA

_____ 8302: Issues in SLA

_____ Research Methods

2. Core Courses: (3 credit hours each): _____/21 hours

One course in I; One course in II; Four courses in III; One course in I, II, or IV

3. Exam Prep/ Teaching Apprenticeship/Dissertation Workshop _____/13-20 hours

_____ # hours _____

_____ # hours _____

_____ # hours _____

_____ # hours _____

4. Dissertation writing _____/4-6 hours

TOTAL: _____/50 hours

Proficiency in foreign language obtained by: _____

Graduate Interdisciplinary Specialization or Graduate Minor obtained in:

Graduate Courses in French and Francophone Studies

Unless otherwise noted, all courses are 3 credit hours.

4100 Advanced French Grammar (if required, does not count towards graduate credit)
5102 Advanced Pronunciation and Accents of the Francophone World
5103 French Translation and Interpretation
5194 Combined UG and Grad Group Studies (1-15 credits)
5104 Old French
5105 Old Occitan
5201 Gothic to Renaissance: Texts and Contexts
5202 Versailles to the Enlightenment: Texts and Contexts
5203 Romanticism to Surrealism: Texts and Contexts
5204 World Wars and Beyond: Texts and Contexts
5205 Black Africa and Diaspora: Texts and Contexts
5206 North Africa: Texts and Contexts
5207 Quebec: Texts and Contexts
5401 The Sun King to World War I (culture)
5402 The Roaring 20s to the 21st Century (culture)
5403 Topics in French-Speaking Cultures and Literatures (1-5 credits)
5701 Topics in French and Francophone Cinema
6193 Graduate Individual Studies (1-15 credits)
6194 Graduate Group Studies (1-15 credits)
7301 Teaching French and Italian at the College Level
7601 Introduction to Graduate Studies in FRIT
8101 Topics in French Linguistics
8193 Graduate Individual Studies (1-15 credits)
8194 Graduate Group Studies (1-15 credits)
8201 Medieval and Renaissance Studies
8202 Classical and Enlightenment Studies
8203 Modern and Contemporary Studies
8204 Francophone Studies
8205 French and Francophone Studies Across Boundaries
8301 Introduction to Second Language Acquisition
8302 Issues in Second Language Studies
8303 Teaching Apprenticeship
8401 Studies in French Culture
8601 Theory and Practice (variable topics)
8602 Comparative French and Italian Studies
8701 French and Francophone Cinema
8899 Dissertation Workshop (1 credit)
8998 Pre-Candidacy Research (1-18 credits)
8999 Dissertation Research (1-30 credits)

THE PH.D. PROGRAM IN ITALIAN STUDIES

The Department offers a doctoral program in Italian Studies that gives students an opportunity to achieve a high level of scholarly competence and to develop the capacity to contribute original knowledge to the field. We are committed to the interdisciplinary study of Italian literature, film and culture, and our faculty has a great depth and breadth of expertise, particularly in medieval and Renaissance culture and literature, linguistics, modern and contemporary literature, and film studies.

The Ph.D. in Italian Studies builds on linguistic, literary, film and cultural studies to support a selection of interdisciplinary and cross-disciplinary studies. The program provides an intellectually rigorous and focused but flexible set of core courses that prepare students for the pursuit of more specific individual research interests. In addition to their specialization in literature, culture or film studies, students will have a minor field and complete a Graduate Interdisciplinary Specialization or a Graduate Minor related to either their major or minor field (students may petition to create their own minor provided that the desired Graduate Interdisciplinary Specialization or a Graduate Minor does not exist at OSU). They will also receive preparation in foreign language pedagogy and the history and structures of the Italian language, establish coordinated theoretical grounding in one or more disciplines, and achieve proficiency in two professionally relevant languages in addition to Italian and English.

The program entails full use of the department's broad cultural competencies, while giving students access to the wide range of interdisciplinary resources in the University's other departments and schools. Plans of study will include selected, pertinent courses in other departments depending on individual students' qualifications and specializations. This structure strongly supports interdisciplinarity, as students will interact with programs, departments and centers such as African American and African Studies, Second Language Studies, History, History of Art, Medieval and Renaissance Studies, Film Studies, Disability Studies, Comparative Cultural Studies, Sexuality Studies, Folklore and Women's, Gender and Sexuality Studies.

The goals of the Ph.D. in Italian Studies are the following: 1) to provide students with the analytical tools and research skills necessary to conceive, create, and publish original and significant research in their chosen fields; 2) to train students to become effective post-secondary teachers in their fields through workshops, observations, apprenticeships, and the opportunity to teach a variety of courses; and 3) to prepare students to become leaders in their future institutions of employment and scholarly fields through seminars, workshops, and service opportunities that expose them to the administration of departments, universities, and professional organizations. With the innovative coursework and wide range of experiences in research, teaching, and service our program offers, students may expect to become competitive candidates on the job market and successful working professionals.

The path towards the Ph.D. degree follows a natural progression from course work to candidacy to dissertation. For students entering without an approved Masters degree in Italian, the Ph.D. is a five-year program. Students take courses for two years and then take their qualifying examinations in spring of their second year. Upon successfully passing the

qualifying examinations, students are admitted to doctoral-level coursework and take one more year of coursework; take their minor and major field candidacy exams; submit and defend a dissertation prospectus in the late fall of their fourth year and then engage in the writing of the dissertation. For students entering the Ph.D. program with an approved Masters degree in Italian, the program normally takes four years. Students take courses for two years then continue on as above. Students in the program who are making good progress but who have not finished their dissertation by their last year of regular funding may apply for an additional year of funding, but such funding is awarded on a competitive basis and is in no way guaranteed.

Departmental Requirements

1. All doctoral candidates in Italian Studies must successfully complete required coursework, pass a Minor and a Major field Candidacy Exam (with a written and an oral component), successfully defend a dissertation prospectus, and pass a final oral examination on the dissertation and the designated special areas of research. All students entering without an approved M.A. in Italian must also pass qualifying exams at the end of their second year of study.
2. **Third Language Requirement:** Candidates are required to demonstrate at least a reading knowledge of one other professionally relevant languages beyond Italian and English language, such as French, Latin, German, Spanish, Arabic, or any other language related to the student's areas of study, subject to the approval of the student's Advisor. Proficiency through coursework or exams in the professionally relevant languages will be required by the end of the second year. While speaking proficiency in the designated languages will certainly be encouraged, reading proficiency (above the second year level) will be seen as the more important requirement. Students can demonstrate proficiency in one of three ways: 1) by passing the graduate reading proficiency exam given by a Department; 2) by passing a level II examination in German; 3) by taking and passing German 6101 and 6102, French 6571 and 6572 or Latin 5890 and 5891 (reading courses); 4) by taking and passing the 1101-1103 series in other languages with a grade of "B" or better (the 1000-level series may not be substituted for 5000 and 6000-level reading courses in departments where the latter exist, although students are free to take any additional courses on their own). **Credit hours taken to satisfy the Language Requirement cannot be counted toward those required for the degree (GSH IV.1 and VII.1)**

Advisor

During the first semester of study, the Director of Graduate Studies will advise students. The student may change the adviser upon consultation with and approval of the Graduate Studies Committee Chair and the faculty involved. All courses will be chosen in consultation with and with the approval of the adviser. The student will, in consultation with the adviser, select the fields of concentration that will later form the basis of the student's minor and major qualifying exams by week four of the third year of study for students entering without an approved M.A. in Italian and by spring of the first year of study for students entering with an approved M.A. in Italian. The student will also, with adviser approval, select the other members of the Advisory Committee, who should be representative of the areas of the student's specialization. The Advisory Committee is composed of at least three authorized graduate faculty members,

including the student's adviser. At least one member of the committee must be from a department or program other than French and Italian, unless the minor field is French and Francophone Studies. This committee will serve as the minor and major field candidacy exam committee.

Course Requirements

Students entering *without* an approved Masters degree:

For students entering the program without an approved Masters degree, 48 of the 81 credit hours required for the Ph.D., or 16 3-hour courses, are taken as follows:

Required courses (all three hours): 12 hours

7301: Teaching Fr and It at the college level

7601: Introduction to Literary and Cultural Theory

8601: Theory and Practice (taken twice)

Core Courses: 21 hours

Seven courses selected from the list of “Core Courses” in “List of Graduate Courses in Italian Studies” at the end of this section). Includes Major Field.

Five courses outside the department: 15 hours

(These courses can be taken in French and Francophone Studies if the student’s minor field focuses on French a n d F r a n c o p h o n e literature, culture or cinema)

The remaining 33 hours needed to reach 81 will include the following course numbers:

8303 Teaching Apprenticeship	1-6
8998 Exam and Prospectus Preparation and 8999 Dissertation Writing	28-36
<u>8899 Dissertation Workshop</u>	<u>4-6</u>
	minimum = 81

Students are required to register for 8899 Dissertation Workshop (1 credit) each semester of their Candidacy until graduation.

The minimum number of credit hours per semester for which a pre-candidacy graduate student must register to maintain full-time status is 8. The typical pre-candidacy course load in our program is three graduate courses per semester, or 9 hours. Graduate students may, however, with the permission of the Graduate Advisor, register for up to 18 hours per semester.

Sample program for students entering *without* an approved Masters degree in Italian with a major field in twentieth and twenty-first century Italian literature and culture and a minor field in Film Studies

Year	Autumn Semester	Spring Semester	Summer Semester
1	FRIT 7301: Teaching FRIT (3) FRIT 7601: Intro to Literary and Cultural Theory (3) IT 8222: Genre (3) <i>9 hrs</i>	IT 8243: Cinema (3) FRIT 8601: Theory / pract (3) IT 8231: Dante (3) <i>9 hrs</i>	
2	ENG 6678.01: Intro Grad Film (3) IT 8233: Boccaccio (3) IT 8224: Place (3) <i>9 hrs</i>	ENG 7878.01: Sem Film (3) FRIT 8601: Theory / pract (3) IT 8242: Gender/Genre (3) 8998 Exam Prep (3) QUALIFYING EXAMS <i>12 hrs</i>	8998 Exam Prep (6) <i>6 hrs</i>
3	HISTART 5901: Silent Cinema (3) FR 5701: French/Francophone Film (3) IT 8221: Author (3) IT 8998: Pre-Candidacy Research (3) <i>12 hrs total</i>	HISTART 8901: Cin Stud (3) IT 8998 Pre-Candidacy Research (9) CANDIDACY EXAMS AND ORAL <i>12 hrs total</i>	
4	IT 8303 Teaching apprenticeship (1-3) and/or IT 8998 Pre-candidacy research (8-9) PROSPECTUS DEFENSE (beginning of semester) <i>3 hrs</i>	IT 8899 Diss workshop (1) IT 8303 Teaching apprenticeship (1-2) and/or IT 8999 Dissertation research (1-2) <i>3 hrs</i>	
5	IT 8899 Diss workshop (1) IT 8303 Teaching apprenticeship (1-2) and/or IT 8999 Dissertation research (1-2) <i>3 hrs</i>	IT 8899 Diss workshop (1) IT 8303 Teaching apprenticeship (1-2) and/or IT 8999 Dissertation research (1-2) DISSERTATION DEFENSE <i>3 hrs</i>	

81 Total Hours

Students entering with an approved Masters degree in Italian:

Students entering the program with an approved Masters degree in Italian will normally be awarded 30 credit hours toward the 80 needed for the Ph.D. 30 of the additional 51 credit hours required for the Ph.D., or 10 3-hour courses, are taken as follows:

Required courses (all three-hour courses): 9
hours

7601: Introduction to Literary and Cultural Theory

8601: Theory and Practice

7301: Teaching Fr and It at the college level

Core Courses: 12 hours

Four courses selected from among 20 three-credit courses, includes Major Field (see list of “Core Courses” in “List of Graduate Courses in Italian Studies” at the end of this document).

Three courses outside the department: 9 hours

(These courses can be taken in French and Francophone Studies if the student’s minor field focuses on French and Francophone literature, culture or cinema)

The remaining 21 hours needed to reach 51 will include the following course numbers:

8303 Teaching Apprenticeship	1-6
8998 Exam and Prospectus Preparation and 8999 Dissertation Writing	16-22
<u>8899 Dissertation Workshop</u>	<u>4-6</u>
	minimum = 51

Students are required to register for 8899 Dissertation Workshop (1 hour) each semester of their Candidacy until graduation.

The minimum number of credit hours per semester for which a pre-candidacy graduate student must register to maintain full-time status is 8. The typical pre-candidacy course load in our program is three graduate courses per semester, or 9 hours. Graduate students may, however, with the permission of the Graduate Advisor, register for up to 18 hours per semester.

Sample program for a student entering with an approved M.A. in Italian with a major field Medieval Studies and a minor field in gender studies:

Year	Autumn Semester	Spring Semester
1	FRIT 7301: Teaching FRIT (3) FRIT 7601: Intro to Literary and Cultural Theory (3) IT 8231: Dante (3) <i>9 hrs</i>	WGSST 7700: Fem Inq: Theory (3) WGSST 5620: Topics in Fem Stud(3) IT 8233: Boccaccio (3) <i>9 hrs</i>
2	FRIT 8601: Theory/pract (3) IT 8235: Renaissance Body (3) WGSST 7760: Fem Inq: Meth (3) IT 8998: Pre-candidacy research (3) <i>12 hrs</i>	IT 8998: Pre-candidacy research (9) MINOR FIELD EXAM (at the beginning of the semester) MAJOR FIELD EXAM and CANDIDACY ORAL EXAM <i>9 hrs</i>
3	IT 8303 Teaching apprentice (1-2) and/or IT 8998 Pre-candidacy research (2-3) PROSPECTUS DEFENSE <i>3 hours</i>	IT 8899 Dissertation workshop (1) IT 8303 Teaching apprentice (1-2) and/or IT 8999 Dissertation research (1-2) <i>3 hrs</i>
4	IT 8899 Dissertation workshop (1) IT 8303 Teaching apprentice (1-2) and/or IT 8999 Dissertation research (1-2) <i>3 hrs</i>	IT 8899 Dissertation workshop (1) IT 8303 Teaching apprentice (1-2) and/or IT 8999 Dissertation research (1-2) DISSERTATION DEFENSE <i>3 hrs</i>

51 Total Hours

In selecting courses, please note that Ph.D. students are expected to take 5000-, 6000-, 7000-, and 8000-level. 8193, Individual Studies (independent study) may not be used to satisfy a requirement without the approval of the Graduate Advisor. Independent study courses should be taken only as a last resort when regularly scheduled courses will not satisfy remaining requirements.

Qualifying Examinations

Students entering the program without an approved M.A. in Italian will take comprehensive written and oral qualifying exams at the end of the fourth semester of study. The qualifying examination is based on three lists of a combined minimum of forty entries that span the entire breadth of Italian cultural production and must be submitted for approval to members of the Qualifying Exam committee at least two months before the exam. When compiling the three lists, students should consult the comprehensive list (available from the graduate advisor in Italian) for entries on literature, film, and linguistics and students can substitute entries not on that list with the advisor's approval. The number of entries will vary (at a minimum of forty) depending upon complexity and length. At least eighteen of the entries must be literary sources, broadly considered, at least five must be films or television programs, and at least two

must be related to linguistics. Students are encouraged to include items from the visual arts (painting, architecture, sculpture, photography) and the performing arts (dance, music, opera, theater) as well. The list should be balanced in terms of coverage and genre and must be arranged into the following three categories:

1. Italian Culture through the Ages. Fifteen or so entries covering the Duecento to the New Millennium, spread across at least seven centuries. In addition to literary entries, students are strongly encouraged to include at least one entry from each of the following areas: film, linguistics, performing arts, visual arts.
2. Genre and/or Media. (e.g., the visual arts, the novel, tragedy, lyric, autobiography, linguistics, comedy, performing arts, the popular, philosophy). Fifteen or so entries covering the Duecento to the New Millennium, spread across at least seven centuries.
3. A Critical Question and/or Theme in the history of Italian culture. (e.g., otherness, the environment, war, love, power, gender and sexuality, ideology/politics, class, migration). Fifteen or so entries covering the Duecento to the New Millennium, spread across at least seven centuries.

Written Examination:

All students will write at least one section of the examination in Italian. The exam will have two main components: the first is composed of two proctored exams of three hours each covering on one day list #1 and on the other day list #2 without notes or books (a dictionary is permitted.) The second part is an open-book, take-home examination covering list #3 picked up at the Department on a Friday at 4:30 p.m. and returned to the Department by 9:00 a.m. the following Monday. The completed version of this part of the examination should be roughly 13-15 typed pages in length (Times New Roman, 12-point font, double spaced, one inch margins) accompanied by a list of works cited and consulted (not included in page count). In cases where a weekend proves inconvenient, the examination may be taken over any other comparable two- day period.

Written examinations must be done on computers. During the period between the written and oral examinations, students should re-read all sections and prepare to discuss and defend them during the oral examination.

Oral Examination:

The Oral Examination will last between 60 and 90 minutes. Students must bring a copy of their written examinations to the Oral. During this final part of the examination, students will be examined on items on their readings lists and on the results of their written exams. All members of the Qualifying Examination Committee will be present during the entire oral portion. At the conclusion of the oral portion of the Qualifying Examination and in the absence of the student, Qualifying Examination Committee will determine if the student has satisfactorily passed the Qualifying Examination. In the case of a negative decision, the student will be allowed to take the exam only one more time.

Qualifying Examination Procedures:

1. The Graduate adviser chairs the Qualifying examination.
2. The Graduate Advisor is responsible for soliciting and collecting the questions for the written examination from the other members of the examining committee. If necessary, the Advisor may solicit questions from area specialists other than those who sit on the examining committee.
3. The examining committee is appointed by the Graduate adviser and normally consists of three to five faculty members. All members of the Qualifying Examination Committee will be present during the entire oral portion.
4. The examining committee is fully responsible for evaluating and scoring the three written exams with a score of “fail,” “low pass,” “pass,” “high pass.” Scores on the three exams can both increase or decrease as a result of performance in the oral examination. Only the Qualifying Examination Committee members are to be present for the discussion of the student’s performance and the decision about the outcome. The student will be informed of the decision in the presence of the committee. All other regulations pertaining to the Qualifying degree will be those of the graduate school.
5. Conduct of the written and oral examinations:
 - a. The first written part of the Qualifying examination (the two exams lasting three hours each) will be monitored.
 - b. For the first written part of the Qualifying examination, no pre-written materials (books, notes, class handouts, study guides, etc.) or internet use will be allowed. Students are expected to adhere to the highest standards of academic conduct. All suspected cases of misconduct will be reported to the Committee on Academic Misconduct as required by University rules.
 - c. Dictionaries will be allowed during the first written part of the Qualifying examination.
 - d. For the second (take-home) part of the Qualifying examination, students may consult pre-written materials (books, notes, class handouts, the internet.) Students are expected to adhere to the highest standards of academic conduct. All suspected cases of misconduct will be reported to the Committee on Academic Misconduct as required by University rules.
 - e. The oral examination will take place no longer than two weeks after the written examination.
 - f. The oral examination will be 60 to 90 minutes long. It will not be restricted to the material treated in the written part of the examination and may cover any topics on the Reading List.
 - g. At least one part of the oral examination will be conducted in Italian and at least one part in English.
6. The three possible outcomes of the Qualifying Examination are: 1) the granting of an M.A. and an invitation to continue on to the Ph.D.; 2) the granting of a terminal M.A. to those

students whose qualifying exams, oral exam, and/or overall performance in the program are deemed adequate but not of a quality sufficient to continue on to the Ph.D.; and 3) the dismissal from the program of those students whose performance on the written and/or oral component of the qualifying exam, and/or general academic performance to that point are considered inadequate to earn the M.A.

Candidacy Examination

Candidacy Examination Committee

At the start of preparation for the Candidacy Examinations, the major advisor, in consultation with the student, forms an Examination Committee of at least four members (consisting of no fewer than two faculty members from Italian and one faculty member outside of Italian).

Minor Field Candidacy Exam

Students will have a minor in a field related to their specialization through the completion of a Graduate Interdisciplinary Specialization or a Graduate Minor unless the GIS or the Graduate Minor relates to the major field. Students may petition to create their own minor provided that the desired Graduate Interdisciplinary Specialization or a Graduate Minor does not exist at OSU.

Students entering without an approved M.A. take the written portion of their Minor Field Candidacy Examination at the end of their third year. Those entering with an approved M.A. take the written portion of their Minor Field Candidacy exam at the beginning of the fourth semester of study. The Minor Field Candidacy Examination includes a written and an oral portion.

At the start of preparation for the Candidacy Examination the student chooses a Minor Field Advisor and the student then prepares, with the approval of the Minor Field Advisor, a working list of the items for which s/he will be held responsible. A typical list will have no fewer than twenty-five items, although lists will vary depending upon length and complexity. All members of the Committee must approve the list and ensure that adequate breadth is achieved. The finalized reading list must be submitted to the Examination Committee fourteen weeks before the scheduled examination. In the case that the minor field advisor is from outside of The Department of French and Italian, the advisor will circulate the minor field exam for approval to the Candidacy Committee one week before the minor field exam.

Guidelines for the Minor Field Candidacy Exam (*individual advisors may impose more frequent deadlines for sections of the paper, etc.*):

- During the semester prior to and during the Exam, the student will register for 3 hours of 8998 (Exam and Prospectus preparation) with his or her advisor.
- Students must meet with their advisors at least once every two weeks during the semester to discuss their progress on their lists and syllabus.
- Students must submit one semester syllabus for a course taught in English in their minor field at least one week prior to the written portion of the exam.

Written Examination (Minor Field Candidacy Examination):

The minor examination will be an open-book, take-home examination picked up at the Department on a Friday at 4:30 p.m. and returned to the Department by 9:00 a.m. the following Monday. The completed draft of this part of the examination should be roughly 26-30 pages in length (Times New Roman, 12" font, double-spaced with one-inch margins). In cases where a weekend proves inconvenient, the examination may be taken over any other comparable two-day period. Written examinations must include page numbers.

During the period between the written and oral examinations, students should re-read the exam and prepare to defend it during the oral examination.

The examining committee is fully responsible for evaluating and scoring the Minor Field written examination with a score of "fail," "low pass," "pass," or "high pass." Committee members should return scored exams to the student no later than ten days after the exam. The score on the exam can both increase or decrease as a result of performance in the oral examination.

Major Field Candidacy Exam

At the beginning of the fourth year for students entering without an approved M.A. in Italian and at the end of the second year for students entering with an approved M.A. in Italian, students will have developed a 30-35 page polished research paper of a caliber suitable for publication in a scholarly journal that will act as the major field candidacy exam. Students also prepare, with the approval of the advisor, a working list of at least twenty items for which s/he will be held responsible during the oral portion of the Candidacy Exam. The preparation of the Major field candidacy exam paper will establish the area(s) in which students will specialize and lay the groundwork for a dissertation chapter. This paper can be a revision and expansion of a research paper previously written for a course here at OSU or at another institution (in the latter case, the paper cannot be an Honors or M.A. thesis, thesis chapter, or other previously polished work); an expansion of a new paper being developed for a seminar being taken concurrently with the Exam prep (EP) hours that spring; or a new idea the student wants to develop uniquely for the EP hours. In addition, the student will generate two semester syllabi for courses based upon their major field specialization, one at the graduate level and one at the undergraduate level. One syllabus must be designed for a course taught in English and the other for a course taught in Italian.

Guidelines for the Major Candidacy Exam paper (*individual advisors may impose more frequent deadlines for sections of the paper, etc.*):

- During the semester (or summer) prior to and during the Exam, the student will register for 3 hours of 8998 (Exam and Prospectus preparation) with his or her advisor. The advisor will direct the research for and writing, revision, and/or expansion of the Major Candidacy Exam paper throughout the semester. The advisor will also oversee the creation of a major field list of at least twenty items related to the major field of study (this list should be separate from the topic of the Major field candidacy paper and

- should be comprehensive of the Major field).
- Students must meet with their advisors at least once every two weeks during the semester (in person or via Skype) to discuss their research, bibliography construction, writing, and syllabi.
 - The list of at least twenty items must be submitted to the advisor 14 weeks prior to the oral exam.
 - An annotated bibliography (with paragraph-length summaries of each source) must be submitted to the advisor ten weeks prior to the oral exam.
 - A draft of the full paper must be submitted to the advisor four weeks prior to the oral exam. Advisors must return their revisions and comments to their advisees within 7 days.
 - Students must submit the final version of their paper to their advisor (who will distribute copies of the paper to all members of the Advisory Committee) two weeks prior to the oral exam. The advisor and faculty will evaluate the paper using a pre-established evaluation sheet and return comments to the student one week prior to the oral exam with a score of “fail,” “low pass,” “pass,” or “high pass.” The score on the exam can both increase or decrease as a result of performance in the oral examination.
 - Students must submit two semester syllabi for courses based upon their major field of specialization one week prior to the oral exam, one at the graduate level and one at the undergraduate level. One syllabus must be designed for a course taught in English and the other for a course taught in Italian. The advisor and faculty will evaluate the syllabi using a pre-established evaluation sheet.

Oral Examination of the Minor and Major Candidacy Exams

Once the student and his/her committee has decided on the date of the oral examination part of the candidacy exam (which should generally be held two weeks after the completion of the Major Qualifying Exam paper), **the student must complete an Application for Candidacy via GradForms. The Application must be submitted, and signed by all parties at least two weeks prior to the scheduled date of the oral exam. The Graduate School reserves the right to ask the student to reschedule the Oral Examination if the Application is completed later than two weeks before the oral exam.**

The oral part of the Candidacy Examination will consist of a two-hour examination. During the exam, students will respond to questions on the three syllabi, Minor Field written exam, Major Field paper, and Major field list. Students must bring a copy of their syllabi, Minor Field Written exam and Major Field paper to the Oral. At least one part of the oral examination must be conducted in Italian and at least one part in English.

There will be no Candidacy Examinations given or taken during Summer session.

The student has successfully completed the Candidacy Examination only when the decision of the Examination Committee is unanimously affirmative (*GSH*, VII.7). If the student fails one or more parts of the Minor qualifying exam, Major qualifying exam paper, and oral examination, it is up to the Committee to decide if the student will be allowed to rewrite or retake them; the option to retake parts of the exam is granted on a case-by-case basis and is not guaranteed **and no parts of the candidacy examination will be given or taken during the Summer session.**

If the student is permitted to retake one or more parts of the exam, s/he must do so by the end of the semester following that in which s/he took the original exam. If the student fails one or more parts of the second exam, s/he is automatically dismissed from the program and the Graduate School. For additional information and rules concerning the Candidacy Examination, see the *GSH*, VII.4-7.

Provided that the student is in good standing (*GSH*, VII.9) at the end of the semester in which the Candidacy Examination is satisfactorily completed, s/he will be admitted to candidacy for a doctoral degree. Doctoral candidates must register for 3 graduate credit hours (and no more) per semester (excluding summer) until they successfully defend the dissertation and earn their degree.

Dossier

Students will create a dossier of teaching and research materials, which they will submit to their online Box portfolio according to the deadlines below. Pedagogical materials for the dossier (items 1, 2, and 3) will be compiled in collaboration with the director of the Italian language program (Prof. Janice M. Aski). Items 10, 11, 12, and 13 will be completed in the Dissertation Workshop.

For students entering without an approved M.A. in Italian:

1. A 450-word teaching philosophy (beginning of 9th semester).
2. A list of workshops, webinars, and conferences related to teaching that students attended (beginning of 9th semester).
3. Sample teaching video: A digital recording of one class with the lesson plan and the syllabus for the course (end of 8th semester).
4. Sample UG syllabus as part of minor CE exam (end of 6th semester).
5. Sample UG syllabus UG as part of major CE exam (beginning of 7th semester).
6. Sample Graduate syllabus as part of major CE exam (beginning of 7th semester).
7. Conference presentation (end of 9th semester).
8. Publication submitted to an academic journal for review (end of 9th semester)
9. Writing sample (beginning of 9th semester)
10. CV (beginning of 9th semester)
11. Dissertation abstract (beginning of 9th semester)
12. Statement of research (beginning of 9th semester)
13. Sample cover letter (beginning of 9th semester)

For students entering with an approved M.A. in Italian:

1. A 450-word teaching philosophy (beginning of 7th semester).
2. A list of workshops, webinars, and conferences related to teaching that students attended (beginning of 7th semester).
3. Sample teaching video: A digital recording of one class with the lesson plan and the syllabus for the course (end of 6th semester).
4. Sample syllabus minor exam (beginning of 4th semester).
5. Sample syllabus UG major exam (end of 4th semester).
6. Sample syllabus Graduate major exam (end of 4th semester).
7. Conference presentation (end of 7th semester).
8. Publication submitted to an academic journal for review (end of 7th semester)
9. Writing sample (beginning of 7th semester)
10. CV (beginning of 7th semester)
11. Dissertation abstract (beginning of 7th semester)
12. Statement of research (beginning of 7th semester)
13. Sample cover letter (beginning of 7th semester)

Advising Guide for Ph.D. students in Italian Studies entering *without* an approved M.A. in Italian

1. Required courses (3 credit hours each): _____/12 hours

- _____ 7301: Teaching Fr and It at the college level
- _____ 7601: Introduction to Theory
- _____ 8601: Theory and Practice (taken twice)

2. Core Courses: Seven three-credit courses selected from: _____/21 hours

- | | | |
|-----------------|--------------|--------------|
| _____ FRIT 8602 | _____ IT8232 | _____ IT8244 |
| _____ IT8221 | _____ IT8233 | _____ IT8245 |
| _____ IT8222 | _____ IT8335 | _____ IT8246 |
| _____ IT8223 | _____ IT8241 | _____ IT8334 |
| _____ IT8224 | _____ IT8242 | |
| _____ IT8231 | _____ IT8243 | |

3. Five Courses Outside of the Department _____/15 hours

(to complete the GIS of Graduate Minor) (3 credit hours each):

4. Exam Prep/ Teaching Apprenticeship/Dissertation Workshop _____/29-36 hours

_____ # hours _____

_____ # hours _____

_____ # hours _____

_____ # hours _____

5. Dissertation writing _____/4-6 hours

TOTAL: _____/81 hours

Proficiency in foreign language obtained by: _____

Graduate Interdisciplinary Specialization or Graduate Minor obtained in:



Advising Guide for Ph.D. students in Italian Studies entering *with* an approved M.A. in Italian

1. **Required courses** (3 credit hours each): _____/9 hours

- _____ 7301: Teaching Fr and It at the college level
- _____ 7601: Introduction to Theory
- _____ 8601: Theory and Practice

2. **Core Courses: Four three-credit courses selected from:** _____/12 hours

- | | | |
|-----------------|--------------|--------------|
| _____ FRIT 8602 | _____ IT8232 | _____ IT8244 |
| _____ IT8221 | _____ IT8233 | _____ IT8245 |
| _____ IT8222 | _____ IT8335 | _____ IT8246 |
| _____ IT8223 | _____ IT8241 | _____ IT8334 |
| _____ IT8224 | _____ IT8242 | |
| _____ IT8231 | _____ IT8243 | |

3. **Three Courses Outside of the Department** _____/9 hours

(to complete the GIS of Graduate Minor) (3 credit hours each):

4. **Exam Prep/ Teaching Apprenticeship/Dissertation Workshop** _____/17-28 hours

_____	# hours	_____
_____	# hours	_____
_____	# hours	_____
_____	# hours	_____

5. **Dissertation writing** _____/4-6 hours

TOTAL: _____/51 hours

Proficiency in foreign language obtained by: _____

Graduate Interdisciplinary Specialization or Graduate Minor obtained in:



Graduate Courses in Italian Studies

(Unless otherwise indicated, courses are three credit hours)

Required courses

FRIT 7301: Teaching French and Italian at the College Level: Methods and techniques for teaching French and Italian at the college level.

FRIT 7601: Introduction to Literary and Cultural Theory: Tools for conducting research in French and Italian Studies; survey of major theoretical movements in literary and cultural criticism; practical experience in bibliography construction and research-paper writing.

FRIT 8601: Theory and Practice: Focus on one broad area of critical theory in French and Italian Studies each time offered; students read major theorists and write research paper using one or more of critical approaches studied. Possible Topics: Feminist, gender, and queer theories; Film and media theories; Structuralist and poststructuralist theories; Postcolonial and race theories; Narratology; Theories in cultural studies

Core courses

FRIT 8602: Comparative French and Italian Studies: Focuses on a comparative aspect of French and Italian studies. Possible topics: Medieval Literature, Renaissance Culture, Holocaust Cinema, The New Wave and Neorealism, The Enlightenment, Imagining Terrorism.

IT 5331: The History of the Italian Language: Introduction to basic concepts of historical linguistics; exploration of the major factors of change in the history of the Italian language.

IT8221: Studies in Italian Literature: Author. Focus on one Author from any time period such as Tasso, Goldoni, Leopardi, D'Annunzio, Montale, Pasolini.

IT8222: Studies in Italian Literature: Genre. Focus on one genre from one or several time periods such as letters, the Resistance Novel, the scientific or philosophical tract, etc.

IT8223: Studies in Italian Literature: Theme. Focus on one Theme from one or several time periods such as libertinism, the commercial novel, literary iconoclasm, poetry and religion, etc.

IT8224: Studies in Italian Literature: Place. Focus on the interactions between geography and literature in, for example, Trieste, Sicily, the Po Valley, Tuscany.

IT8231: Dante Studies: Focus on variable selection of Dante's work, from early works to the Commedia, as well as cultural contexts. Attention also to the practice of Dante criticism.

IT8232: Love and Religion in the Middle Ages. Focus on secular and/or spiritual love in the Middle Ages. Content varies and can include poetry, devotional prose, medical texts.

IT8233: Boccaccio and the Art of the Short Story. Intensive study of Boccaccio's *Decameron* with comparison to sources as well as later works such as *The Canterbury Tales* and the *Heptameron*.

IT8235: The Renaissance Body. Focus on the notions of the body as form of beauty, as vehicle of the divine, as sinful, in literature and the arts in the Renaissance.

IT8241: Italian Opera. Italian Opera in historical context. Effects of such historical movements as the Renaissance, the risorgimento, and realismo on Italian opera as a literary form.

IT8242: Studies in Italian Culture: Gender and Genre: Examines representations of gender in film, literature, poetry or other media. May focus on one period/issue or address a center or longer time period. Variable topics.

IT8243: Studies in Italian Cinema. Detailed exploration and analysis of selected topics in Italian cinema. Possible topics include: Mafia Movies, Italian Terrorism, Neorealism, Comedy Italian Style, Rome on Film, Studies in one filmmaker.

IT8244. Studies in Italian Culture: Italy at War. Detailed analysis of either filmic or literary representations of periods of strife in modern Italian culture. Variable topics.

IT8245: Italian Pop Culture. Exploration of new media, popular television, film, music, literature or other visual or performing arts.

IT8246: Studies in Italian Culture: Migrating Italy. In-depth exploration of Italian literature, film and culture of immigration and emigration. Primary texts may include novels, travel logs/ journals, films, documentaries, newspaper articles, propaganda material, etc.

IT8334: Language and Society in Italy: The role of class, gender, age, immigration, etc. in the development and use of the Italian language; the relationship between language and identity in Italy.

Electives

IT 8303: Teaching Apprenticeship. Apprenticeship for advanced doctoral students to work with faculty members on the design and teaching of upper-level Italian language, literature, and culture courses.

FRIT 8881: Interdepartmental studies in the Humanities. Two or more departments present colloquia on subjects of mutual interest; topics to be announced.

IT 8899: Dissertation Workshop. Faculty-led workshop in which PhD candidates meet weekly to

discuss and critique their current dissertation research. Required each semester for PhD candidates, including the semester in which they defend the dissertation. (1 credit)

IT 8998 Pre-Candidacy Research 1-18

IT 8999 Dissertation Research 1-30

Graduate Courses in Other Departments that students in Italian Studies may take:
(All courses selected in consultation with the student's advisor in Italian)

AFAMAST 5485.02 – West Africa: Society and Culture

AFAMAST 7302 – Comparative History of The African Diaspora and Enslavement and Emancipation

AFAMAST 7303 – Comparative History of the African Diaspora and Post-Emancipation, Colonial, & Post-Colonial Reality

AFAMAST 7580 – Enslavement, Emancipation, Colonial and Post-Colonial Realities

AFAMAST 7759 – Topics in African Diaspora Studies

AFAMAST 7781 – Topics in African Political Philosophy

ANTHROP 5621 – Special Topics in Cultural Anthropology: The Anthropology of Women

ANTHROP 5622 – Special Topics in Cultural Anthropology: Peasant Society and Culture

ANTHROP 5624 – Special Topics in Cultural Anthropology: The Anthropology of Food: Culture, Society and Eating

ANTHROP 5625 – Special Topics in Cultural Anthropology: Anthropology of Religion

ANTHROP 5630 – Language and Culture in Education

ANTHROP 7703 – Theories in Cultural Anthropology

ANTHROP 7704 – Culture and Language

ANTHROP 7747 – Foundations of Anthropology

ARCH 5110 – History of Architecture I

ARCH 5120 – History of Architecture II

ARCH 5190 – Topics in Architectural History

ARCH 5210 – Forms of Architectural Theory

ARCH 5290 – Topics in Architectural Theory

ARTEDUC5708 – Disability and Visual Culture: Issues of Representation in Art and Popular Culture

ARTSSCI 6700 – Introduction to Graduate Study in Disability Studies

ARTS COLLEGE 6560: The History of Animation

CHINESE 7468: Seminar in Chinese Film

CLAS 5101 – Classical Literature: Theoretical Perspectives and Critical Readings

CLAS 5302 – Studies in Greek or Roman Topography

CLAS 5401 – Methodologies for the Study of Ancient Religions

CLAS 7803 – Graduate Seminar on Religion and Mythology of the Ancient World

CLAS 7894 – Graduate Seminar en Late Antiquity and Byzantium

COMPSTD 5602 – Poetry and Politics of the 20th Century Mediterranean

COMPSTD 5668 – Studies in Orality and Literary

COMPSTD 5864 – Modernity and Postmodernity: Concepts and Theories COMPSTD

5957.01 – Comparative Folklore (Topics vary)
 COMPSTD 5957.02 – Folklore in Circulation (Topics vary) COMPSTD
 5970 – Foundational Approaches to the Study of Religion COMPSTD
 5970 – Contemporary Approaches to the Study of Religion COMPSTD
 6390 – Approaches to Comparative Cultural Studies I COMPSTD 6391 –
 Approaches to Comparative Cultural Studies II
 COMPSTD 6750.01 – Introduction to Graduate Study in Folklore 1: The Philology of the
 Vernacular
 COMPSTD 6750.02 – Introduction to Graduate Study in Folklore 1: Fieldwork and the
 Ethnography of Communication
 COMPSTD 7300 – Theorizing Genre
 COMPSTD 7310 – Theorizing Literature
 COMPSTD 7320 – Theorizing Race and Ethnicity
 COMPSTD 7350.01 – Theorizing Folklore 1: Tradition and Transmission COMPSTD
 7350.02 – Theorizing Folklore 2: The Ethnography of Performance
 COMPSTD 7350.03 – Theorizing Folklore 3: Differentiation, Identification, and the Folk
 COMPSTD 7360 – Theorizing Culture
 COMPSTD 7370 – Theorizing Religion COMPSTD
 7390 – Theorizing Performance COMPSTD 7465 –
 Introduction to Trauma Studies
 COMPSTD 8822 – Seminar in Race and Citizenship: Formations in Critical Race Theory
 COMPSTD 8858 – Seminar in Folklore
 COMPSTD 8865 – Seminar in Critical Trauma Theory
 COMPSTD 8866 – Seminar in Culture and Capital COMPSTD
 8872 – Seminar in Religious Studies
 COMPSTD 8888 – Interdepartmental Seminar in Critical Theory
 COMPSTD 8891 – Wexner Center Seminar
 EDUTL 7306 – Language Socialization EDUTL
 8610 – Second Language Acquisition
 EDUTL 8615 – Classroom Oriented Second Language Research ENGLISH
 4578 – Special Topics in Film
 ENGLISH 6678.01 – Introduction to Graduate Study in Film and Film Theory
 ENGLISH 6716.01 – Introduction to Graduate Study in the Middle Ages ENGLISH
 6716.02 – Introduction to Graduate Study in the Middle Ages
 ENGLISH 6718.01 – Introduction to Graduate Study in Chaucer
 ENGLISH 6718.02 – Introduction to Graduate Study in Chaucer
 ENGLISH 6750.01 – Introduction to Graduate Study in Literacy
 ENGLISH 6750.02 – Introduction to Graduate Study in Literacy
 ENGLISH 6760.01 – Introduction to Graduate Study in Postcolonial Literature and Theory
 ENGLISH 6760.02 – Introduction to Graduate Study in Postcolonial Literature and Theory
 ENGLISH 6761.01 – Introduction to Graduate Study in Narrative and Narrative Theory
 ENGLISH 6761.02 – Introduction to Graduate Study in Narrative and Narrative Theory
 ENGLISH 6762.01 – Introduction to Graduate Study in Drama and Performance
 ENGLISH 6762.01 – Introduction to Graduate Study in Drama and Performance
 ENGLISH 6776.01 – From Plato to Aestheticism (theory course)
 ENGLISH 6776.02 – From Plato to Aestheticism (theory course)

ENGLISH 8717.01 – Seminar in Early Modern Medieval Literature
 ENGLISH 6778.01 – Introduction to Graduate Study in Film and Film Theory
 ENGLISH 6778.02 – Introduction to Graduate Study in Film and Film Theory
 ENGLISH 6790.01 – Foundations in Contemporary Critical Theory
 ENGLISH 6790.02 – Foundations in Contemporary Critical Theory
 ENGLISH 7861.01 – Studies in Narrative and Narrative Theory
 ENGLISH 7861.02 – Studies in Narrative and Narrative Theory
 ENGLISH 7871.01 – Seminar in the Forms of Literature
 ENGLISH 7871.02 – Seminar in the Forms of Literature
 ENGLISH 7878.01 – Seminar in Film and Media Studies
 ENGLISH 7878.02 – Seminar in Film and Media Studies
 ENGLISH 7882.01 – Seminar in Critical Theory
 ENGLISH 7882.02 – Seminar in Critical Theory
 ENGLISH 7890.01 – Seminar in Feminist Studies in Literature and Culture
 ENGLISH 7890.02 – Seminar in Feminist Studies in Literature and Culture
 ENGLISH 7891.01 – Seminar in Disability Studies in Language and Literature
 ENGLISH 7891.02 – Seminar in Disability Studies in Language and Literature
 ENGLISH 8888.01 – Interdepartmental Seminar in Critical Theory
 ENGLISH 8888.02 – Interdepartmental Seminar in Critical Theory
 ENGLISH 8900 – The Long Seminar: Research in Literary History, Theory, and Forms I, II, III
 FILMSTUD 7000 – Graduate Studies in Film History
 FILMSTUD 7001 – Advanced Theory Seminar – Methods and Applications
 FRENCH 5701 – Topics in French and Francophone Cinema
 FRENCH 5702 – Studies in Contemporary French Cinema
 FRENCH 8302 – Vocabulary Acquisition: Theory, Research, and Classroom Practice
 FRENCH 8701 – French and Francophone Cinema
 GEOG 5700 - Geography of Development
 GEOG 5502 – Social Cities
 GEOG 5602 – Urban Political Geography
 GEOG 5802 – Globalization and Environment
 GERMAN 6400 – Introduction to Film, Visual Culture and the Performing Arts
 GERMAN 8400 – Seminar in Film, Visual Culture and the Performing Arts
 HISTORY 5211 – Special Topics in Roman History
 HISTORY 5230 – Special Topics in Medieval History
 HISTORY 5240 – Special Topics in Early Modern European History
 HISTORY 5250 – Special Topics in Modern European History
 HISTORY 5660 – Special Topics in the History of Religion HISTORY
 780 – Topics in the History of Sexuality
 HISTORY 5600 – Special Topics in Women's/Gender History
 HISTORY 5600 – Special Topics in World/Global/Transnational History
 HISTORY 5750 – Special Topics in the History of Ethnicity, Race and Nation
 HISTORY 5775 – Special Topics in the History of Colonialism and Empire
 HISTORY 7230 – Studies in Medieval History
 HISTORY 7240 – Studies in Early Modern European History HISTORY
 7245– Studies in Renaissance and Reformation History HISTORY 7250
 – Studies in 19th Century European History HISTORY 7255 – Studies

in 20th Century European History HISTORY 7259 – European Thought
 and Culture, 19th-20th Century
 HISTORY 7302 – Comparative History of the African Diaspora and Enslavement and
 Emancipation
 HISTORY 7303 – Comparative History of the African Diaspora and Post-Emancipation,
 Colonial and Post-Colonial Realities
 HISTORY 7600 – Studies in the History of Women and Gender
 HISTORY 7620 – Introduction to the Field of Women’s and Gender History
 HISTORY 7630 – Studies in the History of Sexuality
 HISTORY 7660 – Studies in the History of Religion
 HISTART 5001 – Topics: Western Art
 HISTART 5311 – Art and Archeology of Preclassical Greece HISTART
 5312 – Art and Archeology of Classical Greece
 HISTART 5321 – Art and Archeology of the Hellenistic Mediterranean and Roman Republic
 HISTART 5322 – Art and Archeology of The Roman Empire
 HISTART 5420 – Romanesque and Gothic Art HISTART
 5421 – Romanesque and Gothic Sculpture
 HISTART 5422 – Medieval and Renaissance Manuscript Illumination
 HISTART 5430 – The Age of Giotto
 HISTART 5521 – Renaissance Painting in Central Italy
 HISTART 5522 – Renaissance Painting in Venice
 HISTART 5525 – The Sacred Image in the Italian Renaissance
 HISTART 5535 – Representations of Power and the Power of Representation in 17th Century
 European Art
 HISTART 5611 – European Art in the Age of Revolution, 1774-1851
 HISTART 5612 – European Art in the Age of Empire, 1852-1900
 HISTART 5621 – Post-Impressionism to Dada
 HISTART 5622 – From Dada to Dictatorship
 HISTART 5640 – Introduction to Contemporary Art Historical Theory
 HISTART 5641 – Postmodernism
 HISTART 5643 – New Media Art and Theory
 HISTART 5645 – Video Art
 HISTART 5901 – Silent Cinema: 1895-1927
 HISTART 5902 – Classical Sound Cinema: 1927-1948
 HISTART 5903 – Recent Cinema: 1948-Present
 HISTART 5905 – Avant-Garde Cinema
 HISTART 5910 – History of Documentary Cinema
 HISTART 6001 – Historical and Conceptual Bases of Art History
 HISTART 8001 – Studies in Art Theory and Criticism
 HISTART 8005 – Studies in History and Theory of Architecture
 HISTART 8015 – Studies in Museums
 HISTART 8301 – Studies in Ancient Greek and Roman Art
 HISTART 8401 – Studies in Medieval Art
 HISTART 8521 – Studies in Italian Renaissance Art
 HISTART 8541 – Studies in Italian Baroque Art HISTART

8551 – Studies in 18th Century European Art HISTART
 8610 – Studies in Modern Art
 HISTART 8641 – The Wexner Center Seminar
 HISTART 8901 – Cinema Studies
 LING 5001 – Formal Foundations of Linguistics
 LING 5601 – Introduction to Sociolinguistics LING
 5701 – Psycholinguistics
 LING 5901 – Introduction to Historical Linguistics
 LING 7901 – Historical Linguistics: Phonology LING
 7902 – Historical Linguistics: Morphology LING 8650
 – Seminar in Contact Linguistics MEDREN 5610 –
 Manuscript Studies
 MEDREN 5611 – History of the Book Studies
 MEDREN 5631 – Survey of Latin Literature: Medieval and Renaissance MEDREN
 5695 – Advanced Seminar in Medieval and Renaissance Studies MUSIC 5622 –
 Theory and Analysis: 19th Century
 MUSIC 5623 – Theory and Analysis: 20th Century MUSIC
 5648 – Western Art Music I
 MUSIC 5649 – Western Art Music II
 MUSIC 5651 – History of Choral Music
 MUSIC 5651 – History of Opera
 MUSIC 5652 – 18th and 19th Century Song Literature
 MUSIC 5655 – 20th and 21st Century Song Literature
 NELC 5202 – Representing the Middle East in Film
 PHILOS 5220 – Studies in Medieval Philosophy
 PHILOS 5230 – Studies in 17th-Century Philosophy
 PHILOS 5240 – Studies in 18th-Century Philosophy
 PHILOS 5250 – Studies in 19th-Century Philosophy
 PHILOS 5260 – Studies in 20th-Century Philosophy
 PHILOS 5420 – Philosophical Topics in Feminist Theory
 PHILOS 5600 – Advanced Philosophy of Language
 PHILOS 5750 – Advanced Theory of Knowledge PHILOS
 8200 – Seminar in the History of Philosophy PSYCH 5681–
 Development and Psychopathology
 PSYCH 5718 – Developmental Disabilities: An Interdisciplinary Perspective
 PORTUGUESE 7440 – Cinema of the Portuguese Speaking World
 ROMLING 5051 – Latin and the Romance Languages
 ROMLING 8110 – Romance Linguistics I
 ROMLING 8120 – Romance Linguistics II ROMLING
 8310 – Seminar in Romance Linguistics RUSSIAN 6657
 – Gender and National Identity
 RUSSIAN 8550 – Seminar in Russian Literature, Film, or Cultural Studies SLAVIC
 6457 – Film Theory, Gender and National Identity in Slavic Cinema SPANISH 7800
 – Latin American Film

SPHHRNG 5717.02 – Interdisciplinary Perspective on Developmental Disability
WGSST 5620 – Topics in Feminist Studies
WGSST 7700 – Feminist Inquiry: Theory
WGSST 7710 – Theorizing Race, Sexualities and Social Justice
WGSST 7720 – Theorizing Power, Institutions and Economies WGSST
7740 – Theorizing Narrative, Culture, and Representation WGSST 7760
– Feminist Inquiry: Methods
WGSST 7780 – Theorizing Global and Transnational Feminisms
WGSST 7880 – Interdepartmental Studies in Critical Theory
WGSST 8792 – Interdepartmental Studies in the Humanities
WGSST 8800 – Topics in Feminist Studies
WGSST 8810 – Topics in Race, Sexualities and Social Change
WGSST 8820 – Topics in Power, Institutions and Economies
WGSST 8840 – Topics in Narrative, Culture and Representation
WGSST 8860 – Topics in Feminist Methodology
WGSST 8880 – Topics in Global Transnational Feminisms
WGSST 8882 – Interdepartmental Studies in The Humanities
WGSST 8892 – Interdepartmental Studies in Critical Theory

The Dissertation in French and Francophone Studies or Italian Studies

The dissertation is a scholarly contribution to knowledge in the student's area of research and specialization. It should demonstrate original and substantial research, in-depth knowledge of the field of study and an ability to work independently.

Committee

After passing their candidacy examinations, the student begins work on the dissertation. The Advisory Committee, with any necessary or appropriate membership adjustments, now becomes the Dissertation Committee. All committees will be assembled according to the content of exams and of the dissertation. (For additional requirements pertaining to the Dissertation and the Dissertation Committee, consult the *GSH*, VII).

Prospectus

The student will prepare a written prospectus of the dissertation topic in consultation with members of the Dissertation Committee and present it to the Committee for approval at a formal one-hour defense, arranged by the student and dissertation advisor and chaired by the Graduate Advisor. The prospectus (normally a 15- to 20-page, double-spaced document plus a bibliography) should contain a detailed description of the topic, scope, and methodology of the proposed dissertation; a brief description of each of the chapters; and a bibliography. It is the responsibility of the student to deliver copies of the prospectus to all members of the Committee and the Graduate Advisor no later than ten days before the defense date. **The formal defense of the prospectus must be held no later than the end of the semester following that in which the student passed the Candidacy Examination. If the student fails the prospectus defense, s/he may be allowed, at the discretion of the Dissertation Committee, to revise/rewrite the prospectus and to defend it again no later than the end of the following term (semester or summer). If s/he fails this second attempt, s/he will be dismissed from the program.**

Changes to a Dissertation:

If there are changes in topic, scope, or methodology that substantially modify a dissertation, a revised prospectus must be submitted for approval to the Dissertation Committee and the Graduate Advisor.

Dissertation Workshop, FRIT 8899

FRIT 8899 is a faculty-led workshop in which Ph.D. candidates meet bi-weekly to discuss and critique their current dissertation research. All Ph.D. candidates in the department must register for one credit of 8899 each semester until they graduate. It will provide a forum in which candidates will be able to present their work orally and have at least one prospectus, chapter, conference paper, or article draft read and critiqued by their peers and a faculty member each semester. It is designed to keep dissertation writers on task and to help them develop and maintain an intellectual community with their professors and peers. It will also help them improve their writing and public speaking skills.

Schedule for Approval of a Dissertation:

1. Readers' Copies: In order to ensure that the readers have sufficient time to read the dissertation and that the candidate has sufficient time to make possible changes in the

manuscript, the provisional first draft must be in the hands of the readers by the beginning of the second week of the semester in which the degree is sought. For important further details about timing, see GSH VII.9-12).

2. The Final Oral Examination will not be scheduled until the dissertation advisor and the readers have approved the first draft by signing the Draft Approval Form. At that time, the student must also submit the complete, typed dissertation to the Graduate School for format review.
3. The Final Oral Examination Committee is composed of the three-member Dissertation Committee, plus the Graduate School Representative. The Graduate Advisor only takes part in the Candidacy Examination if s/he is one of the student's Dissertation Committee members.
4. It is the responsibility of the candidate to deliver a copy of the approved dissertation draft to the Graduate School Representative no later than one week before the Final Oral Examination.
5. The student is considered to have completed the Final Oral Examination successfully only when the vote by the Final Oral Examination Committee is unanimously affirmative.

The Graduate School stipulates that after being admitted to candidacy, a student has five years total to complete the dissertation (GSH, VII.14). If the dissertation is not completed within five years of the Candidacy Examination, the Department is required by the Graduate School to re-administer a second Candidacy Exam if the student wishes to continue. If s/he passes this second examination, s/he will then have no more than two additional years to finish and successfully defend the dissertation.

Teaching Apprenticeship, FR/IT 8303

FR/IT 8303 is an apprenticeship for doctoral students to work with faculty members on the design and teaching of 2000 to 3000-level language, linguistics, literature, culture, and film courses. Students may register for the 8303 up to 2 times during the graduate program and for up to 3 credit hours each time they take it. Interested students should contact the faculty member who will teach the course in which they are interested the following semester.

Guidelines:

- The faculty mentor will discuss with the apprentice the goals and expected learning outcomes of the course; how the reading list, activities, and assignments are intended to help students reach those goals; and how the examinations and other graded assignments are intended to measure those expected outcomes.
- The apprentice will attend the course regularly.
- The faculty mentor will discuss with and demonstrate to the apprentice how s/he writes and evaluates assignments and examinations.
- Twice during the semester, the apprentice will be asked to plan and teach a lesson on the syllabus under the guidance and supervision of the faculty mentor. The mentor will then provide to the student oral and written feedback on each of his/her lessons.
- At the end of the semester, the apprentice will submit two assignments:
 - A. an annotated bibliography compiled in consultation with the faculty mentor, covering (1) a number of possible primary texts (other than those used in the course being taught) that could be used in such a course, and (2) a number of important secondary sources that provide background for teaching the course.
 - B. A complete syllabus for a course similar to the one in which s/he apprenticed and that s/he could submit with a job application.
- Apprentices are not to serve as graders, research associates, or substitute teachers for the faculty member. The teaching apprenticeship is for the benefit of the student; it serves to give him/her experience and training in conceiving, constructing, and teaching an intermediate-level course.
- Students who have done a graduate apprenticeship will have priority over students who have not when the department is able to assign a 2000- or 3000-level course to a graduate teaching associate.

GUIDELINES FOR GRADUATE TEACHING ASSOCIATES, FELLOWSHIP STUDENTS, AND OTHER STUDENTS RECEIVING FEE WAIVERS

The Department of French and Italian awards a number of Graduate Teaching Associateships each year to students who are preparing the Ph.D. The position of Graduate Teaching Associate carries with it important responsibilities. Chief among these is the maintenance of a proper balance between studies, the first priority for the Associate, and teaching. In order to retain an Associateship, the student must, in the opinion of the faculty, be making reasonable progress towards completion of the degree and have demonstrated effective teaching. **Teaching Associates must seek permission from the Director of Graduate Studies and their advisor before accepting any other employment beyond their teaching associateship (whether within the university or outside of it). If permission is granted, this additional employment may not under any circumstances exceed ten hours per week.**

Initial Appointment

1. All Graduate Associates must be enrolled in the Graduate School. Applicants for an Associateship who are not enrolled must make simultaneous application for admission. The awarding of an Associateship is contingent upon such admission. In the Spring semester of each year a faculty committee evaluates all applications, taking into account academic achievement, letters of recommendation, previous experience either in the use of the language (travel, study abroad, etc.) or in teaching (elementary, secondary, tutoring, etc.), and any other information which seems useful and pertinent.
2. Offers for new Associateships are normally made in early Spring for the following academic year. A student who accepts an appointment is still free to resign until April 15, after which he or she is obligated not to accept another appointment without obtaining formal release from this Department. At times, the Department may have to make additional appointments after this date, in which case an effort will be made to complete all arrangements by the end of the Summer session.

Workload

1. It is expected that a graduate student who is a Graduate Associate will register for three courses in the Department each semester. In most cases this will mean 9 hours.
2. Unless the student is on fellowship, in Autumn semester of their first year of residence Graduate Teaching Associates must enroll in 7301 (Teaching French and Italian at the College Level), visit demonstration classes regularly, and consult periodically with teaching supervisors about their progress as teachers.
3. A Graduate Teaching Associate is normally assigned to teach one four-credit course per semester. This is called a 50% appointment. GRAs, GAAs, and GTAs are expected to work approximately 20 hours per week for a 50% appointment.
4. After their first year, Graduate Teaching Associates may submit a request any given semester to have a 75% appointment for the following semester, which means that s/he would have two teaching assignments and would earn 1.5 times the stipend received for teaching one course. Such assignments are usually to teach two sections of the same course or to teach one course and to serve as a grader for a large lecture course. See "Some additional guidelines for the PhD in French and Francophone Studies or Italian Studies" below for more information.
5. Graduate Teaching Associates work under the direction and with the guidance of faculty supervisors. For each section to which they are assigned, they have the

responsibility of preparing classes, holding office hours, attending staff meetings, grading, and, in general, performing those tasks which are expected of a university teacher. Such out-of-class duties require about fifteen (15) hours per week.

6. When circumstances warrant, the Chair may invite post-candidacy students to teach at the 2000- or 3000-course level. To be eligible to teach such a course in the department, students must have successfully completed a relevant 8303 Graduate Teaching Apprenticeship course and have achieved an excellent record of teaching. Such appointments are made on the basis of merit and not necessarily on seniority and are not guaranteed.

Evaluation of Performance

1. Graduate Associates' teaching contracts are renewed by the Chair of the Department upon the recommendation of the faculty of the Department, which meets for this purpose during each Spring semester. These recommendations are based on evaluations of the Associate's performance as both teacher and student. **If an Associate's performance is not satisfactory in one or both of these areas, s/he will be warned. If performance does not improve the following semester, s/he could lose his/her Associateship and/or be dismissed from the graduate program at the end of that semester.**
2. Graduate Students are required to update their Advising Guide every semester (the Advising Guide can be found in individual Box files – a link will be shared by the Graduate Program Coordinator). Graduate Students are also required to update regularly (at least once per semester) the Dossier Documents Excel Spreadsheet (also found in the individual Box folder).
3. All Graduate Teaching Associates are periodically visited in their classrooms by a teaching supervisor. The purpose of such visits is to evaluate the Associate's performance as a teacher and to offer helpful advice when this is deemed necessary. After each classroom visit, the supervisor meets with the GTA to discuss his/her performance and fills out a GTA Teaching Evaluation. The report is then discussed with each GTA by his or her supervisor. Thereafter, it is retained in Departmental files. During each Spring semester, a summary of the Teaching Evaluation Reports for each GTA is presented by the supervisor to the faculty of the Department.
4. GTA Academic Evaluation Reports are also prepared for each GTA by their professors. The primary purpose of these reports is to provide graduate students with specific information about their performance in courses taken during the year, but they also assist in the evaluation of such performance as a basis for recommendations for the renewal or termination of GTA contracts. Like the Teaching Evaluation Reports, these evaluations are also forwarded in summary form to the faculty for their Spring meetings, in this instance by the GTA's academic (M.A. or Ph.D.) advisor.

After the Spring meetings have taken place, the advisors meet with the Associates to discuss the Academic Evaluation Reports, Advising Guide, and Dossier Document Excel Spreadsheet, and to pass along any advice or suggestions that the faculty may have for the Associates.

Fellowship Recipients

Students receiving a first-year or a dissertation-year fellowship do not teach during that year. They must hold no other appointment or outside employment during the fellowship year, except for approved supplemental appointments or fellowships (*GSH X.1*). Pre-candidacy fellowship recipients must register for at least 12 hours of *graduate* credit (5000-level or higher) during

any semester in which the fellowship is held, and 6 hours during summer session. Audited credit hours do not count toward these totals (*GSH X.1*). Dissertation-year fellowship recipients must register for 3 hours of graduate credit (usually 8999) each semester and during summer session. See *GSH* section X for more details. First-year fellowship recipients may choose to take 7301, Teaching French and Italian at the College Level, during Autumn semester of either their first year or their second year of the Ph.D.

Some additional guidelines for the PhD programs in French and Francophone Studies and Italian Studies (important!):

- Because of the Graduate School's Continuous Enrollment Policy, which states that PhD candidates (those students who have passed their candidacy examination) must register for at least three credit hours every Autumn and Spring semester until they successfully defend their dissertation, students who run out of GTA funding before they finish will not only lose their stipend but have to pay for these three credits each semester until they finish (students do not have to register in summer unless they defend the dissertation during any summer other than that immediately following their last semester of funding). For residents of Ohio (who continue to be residents of Ohio until they finish), these fees currently amount to about \$2300 per semester, plus the full (non-subsidized) cost of student health insurance unless the student has another insurance plan (the current cost of student health insurance is about \$1,275 per semester). For non-Ohio residents, these fees are now around \$6000 per semester plus insurance. You can therefore see that the costs to you of not finishing your degree within your funding window are unfortunately substantial. It is for this reason that the department would like to do all it can to help you keep your "eye on the prize" and complete your degree on time, whether that means in April or August of your last year of funding.
- Students entering without a Masters degree must successfully defend their dissertation prospectus no later than November 30 of their 4th year; students entering with an approved Masters must defend their prospectus no later than November 30 of their 3rd year. Students and advisors are strongly encouraged to devise a major candidacy exam whose answer can be transformed into the prospectus.
- Requests for 75% appointments will be considered, as usual, by the Director of the Language Program, but also by the Director of Graduate Studies and the student's graduate advisor (if these are different individuals). Such requests will only be granted when the following three conditions are met: 1) there is a need in the teaching schedule (obviously), 2) the student has a good teaching record, and 3) the student is on track to finish the degree by the end of his/her four or five years of funding. The purpose of this increased oversight of 75% appointments is to ensure that students have enough time in their schedules to devote to their studies and research. In the long run, it is more sound financially to finish before your funding runs out than to make a bit more money while you're here but not finish on time.
- Progress toward the degree will also have more weight than in the past in the review of applications for summer teaching and departmental grants and awards, such as the Bulatkin Travel Award, the Bulatkin Summer Scholarship, The French, Francophone, and Italian Summer Research Prize, The Rymer Award, and the Astier Award.
- Students in their penultimate or last year of funding are strongly encouraged to apply for internal and external dissertation fellowships, such as, among others:

- Ohio State Graduate School Presidential Fellowship <https://gradsch.osu.edu/faculty-staff-resources/presidential-fellowship-guidelines>
- Chateaubriand Fellowship <http://www.chateaubriand-fellowship.org/>
- Mellon/ACLS Dissertation Completion Fellowship <https://www.acls.org/programs/dcf/>
- Fulbright-Hays Doctoral Dissertation Research Abroad <http://www2.ed.gov/programs/iegpsddrap/index.html>
- American Association of University Women Dissertation Fellowship <http://www.aauw.org/what-we-do/educational-funding-and-awards/>
- Mary Isabel Sibley Fellowship https://www.pbk.org/WEB/PBK_Member/PROGRAMS/AWARDS___FELLOWSHIPS/Sibley_Fellowship/PBK_Member/Programs/Awards___Fellowships/Sibley_Fellowship.aspx?hkey=fe51c0cb-0859-40c6-965f-665744f69cab
- See also the Graduate School's page on external funding opportunities at <http://www.gradsch.osu.edu/external-funding-sources.html>

Guidelines for students in French and Francophone Studies only:

- Students who participate in the Rennes exchange program are *strongly* encouraged to use that year (during which they will be teaching only part-time) to devise and/or finish their candidacy examination lists, to write their dissertation prospectus, and/or to do research for and write sections of their dissertation. Advisors are willing and able to work with you remotely.

When its budget permits, the department may award on a competitive basis an additional semester of graduate teaching associate funding to one to two students total who can demonstrate that they will successfully defend their dissertation by the end of that semester. Students in good standing may apply for one of these grants during their last semester of funding. Applications should include 1) a three-page summary of the dissertation project and its chapters, 2) a statement on exactly where the student is in the writing process (how many chapters have been turned in to the advisor and how many have been revised at the time of the application submission) and a plan for completion, and 3) a letter of support from the applicant's dissertation advisor. Applications should be forwarded to the Director of Graduate Studies.