

Ph.D. Spanish Program Committees and Exams

The Committee(s)

Upon admission to the Ph.D. program, a student will begin planning his/her studies under the advise of the Graduate Studies Director. By the second semester, the student should begin planning to form his/her respective exam and dissertation committees. A dissertation committee consists of at least three members, including the committee chair, who will be the student's major supervising professor. The chair must be a tenured or tenure-track member of the Spanish and Portuguese Division. The student, in consultation with the committee chair, selects the remaining committee members and chooses a tentative topic for the dissertation. Also in consultation with the committee chair, the student will select an exam committee. When a student has opted to do a minor as part of the Ph.D., the student must be examined on the minor and thus a faculty member from the minor area must form a part of the comprehensive exam committee.

The Ph.D. Exams

Overview

The doctoral comprehensive exams provide the student with the opportunity to demonstrate and integrate comprehensive knowledge of chosen fields of specialization, as well as to demonstrate his/her preparedness to enter candidacy and begin the process of researching and writing the dissertation.

The Ph.D. examination is divided into four parts: the dissertation proposal, the written exams in the areas of specialization, the oral exam(s) and the dissertation proposal defense.

The dissertation proposal

During the final semester of coursework, the student will register for a 7000 course in addition to the required courses for his/her degree plan or his/her status as a GPTI.¹ The purpose of taking a 7000 course this semester is to give the student time to prepare his/her dissertation proposal before taking the written exams the following semester. The dissertation proposal should be at least 20-25 pages including working bibliography and methodology. It must be turned in to all the dissertation committee members at the

¹ Since there is a 9 credit-limit on 7000 courses the students may take during their graduate studies, careful preparation of a degree plan is recommended. Changes to this rule must be justified in writing by the student's chairperson.

end of that semester. The dissertation proposal defense will be scheduled after the written exams.

The Written Exams

The written exams will be taken after the completion of all requirements on the degree plan and after the dissertation proposal is turned in. Exams must be scheduled to take place during a period when the student is enrolled (regular semesters or summer sessions). Only in the regular semesters (Spring/Fall), students may initially register for research or regular courses, take and pass their exams before the add/drop period (12th day of class), and once he/she is granted ABD status, change his/her courses to SPAN 8000 dissertation hours. Students that take their written exams in the summer will need to register and complete the graduate course for which he/she signed up in the respective summer session.

In order to comply with the university deadlines, Ph.D. exams will be given three times yearly:

- The second Monday in October (December graduation)
- The first Monday after spring break (May graduation)
- The first Monday in June (August graduation)

The Oral Exam(s) and Dissertation Oral Defense

The exam committee will decide if: 1) All parts of the written exam are passed with no oral exams, or 2) One or more sections of the exams need to be defended orally. If oral exams are deemed necessary, the student will have a 1-1.5 hours oral examination in the format of a formal interview, and based on the written exam contents.

If no oral exams are needed, the student will defend his/her dissertation proposal in front of the dissertation committee members.

All the oral examinations must be scheduled at the discretion of the Committee a few days following the written exam (no later than the add/drop period in a regular semester or, if taken in the summer, no later than the deadline for comprehensive exam reports established in the Academic Calendar).

All exams, written and oral, must be passed; and the dissertation proposal approved before the committee recommends the student be admitted to candidacy to the Graduate School.

Areas of Specialization Exams -Literature

1. Dissertation area: The student and committee chair will draw up an individualized reading list presenting the dissertation project, including the works of the author(s) in question, relevant critical/theoretical sources and secondary bibliography.
2. ONE area from the Peninsular Group (Medieval, Golden Age or 18th-19th-Century Literature).
3. ONE area from the Spanish American Group (Colonial, 19th-Century, Modernism, 20th-21st-Centuries Spanish American Literature, Chicano/Latino literature).
4. A minor chosen in consultation with the dissertation Committee Chairperson and Graduate Studies Director.

Areas of Specialization Exams -Linguistics

1. Dissertation area: The student and committee chair will draw up an individualized reading list presenting the dissertation project, including the works of the author(s) in question, relevant critical/theoretical sources and secondary bibliography.
2. ONE area from Second Language Acquisition.
3. ONE area from other Spanish Linguistics focus.
4. A minor chosen in consultation with the Dissertation Committee Chairperson and Graduate Studies Director.

Reading Lists

The student will develop his/her reading lists in consultation with the exam committee members. The Master's Exam reading list for the areas chosen by the student does not constitute the list for the doctoral exam, although it may be used as the basis for an expanded list in each area. The student should make sure that the committee chair and members have a final copy of the reading lists well in advance of the exam dates.

Administration of the Exams

The committee chair:

- 1) Arranges dates, times, and areas of written exams with student; exams must be scheduled to take place during the dates provided above.
- 2) Collects questions in envelopes corresponding to the days and topics of the exams;
- 3) Leaves questions with the secretary who will also reserve rooms for the exam;
- 4) Distributes copies of answers to committee members and the student;
- 5) Schedules and chairs oral exam (see below);
- 6) Informs the Graduate School of the exam results immediately upon completion.

The student:

- 1) Agrees upon date and time of written exams with the committee chair;
- 2) Makes arrangements with chair about special needs;
- 3) Turns in exam to the secretary before 5:00 P.M.

The committee members:

- 1) Submit questions;
- 2) Evaluate written exams;
- 3) Participate in oral exam.

Exams Structure

Electronic equipment, backpacks, purses, books, notes, etc., are not allowed in the exam room.

The exam consists of two parts: *Written and Oral examinations*

Written examinations

The student may write the exams on four separate days (which may or may not be consecutive) during a two-week period, taking up to a maximum of eight hours each day.

A student who fails only one section of the written exams will be required to repeat that section. If two or more sections of the written exam are failed, the entire set of comprehensive examinations must be repeated and passed. The committee chair will inform the Dean of the Graduate School of the results. The student will be allowed to repeat the exam no sooner than four months and no later than twelve months after the failed exam. A second failure of any part or of all of the written exams terminates the student's candidacy in the department.

All written exams must be graded as passing by the committee members before the oral exam(s) and dissertation defense can take place.

Oral examination(s) and Dissertation Proposal and Defense

See above.

Changes in Dissertation Topic

After the exams, any and all changes (including changes in dissertation topic, reconstitution of the committee, or change of dissertation director) will require consent of the committee members, and may require that the candidate be examined over other areas.