

GRADUATE STUDENT HANDBOOK
CREATIVE WRITING PROGRAM
NEW YORK UNIVERSITY
ACADEMIC YEAR 2019-20

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I. Coursework

I. A. Course Requirements

Course requirements for the Master of Fine Arts degree in Creative Writing include the completion of 32 points (eight 4-point courses) and the following specific requirements:

1. Four graduate creative writing workshops (Workshop in Poetry, Workshop in Fiction, or Workshop in Creative Nonfiction) taken in four separate semesters (16 points).
2. One to four craft courses (The Craft of Poetry, The Craft of Fiction, or The Craft of Creative Nonfiction) taught by members of the Creative Writing Program (CWP) faculty. Craft courses may be repeated provided they are taught by different instructors (4 to 16 points).
3. Any remaining courses may be chosen from another department with the permission of that department and of the director of the CWP.

I. B. Minimum GPA and Grade Requirements

To qualify for the M.F.A. degree, a student must have a GPA of at least 3.0, must complete a minimum of 24 points with a grade of B or better, and may offer no more than 8 points with a grade of C (no more than 4 points with a grade of C in creative writing workshops). A student may take no more than 36 points toward the degree.

I. C. Low Residency MFA Program Course Requirements

The M.F.A. degree may also be earned through the Low Residency M.F.A. Writers Workshop in Paris. Under this model, degree requirements remain the same, although Craft courses and Workshops take the form of intensive individualized courses of study with the faculty, including three substantial packet exchanges of student work per semester. All students earning the M.F.A. degree through the low-residency program must also participate in five ten-day residencies in Paris, which involve a diverse series of series of craft talks, lectures, readings, special events, faculty mentorship meetings, and professional development panels.

II. The Special Project/ Thesis

II. A. Special Project/ Thesis Overview

The final requirement for the Master of Fine Arts degree is a creative special project in poetry, fiction, or creative nonfiction consisting of a substantial piece of writing—a novel, a collection of short stories or essays, literary nonfiction, memoir, or a group of

poems—to be submitted in the student’s final semester. It is intended to be a compilation of work presented in workshops throughout a student’s time in the program, rather than a project to be written in its entirety during the final semester.

The special project requires the approval of the student’s faculty advisor and of the director of the CWP. Advisory meetings generally take place during office hours, but students and faculty advisors are free to schedule meetings at their convenience. The department requires that at least three meetings take place during the advisory process.

II. B. Special Project/ Thesis Requirements

All special projects must meet the following requirements:

1. Fiction and creative nonfiction manuscripts must be at least 70 pages long (double spaced). Poetry manuscripts must be at least 25 pages (single spaced). All manuscripts should be bound in thin, flexible binders. Velo binding is preferred.
2. The department requests that students submit two copies of their special project already signed by their advisor. It is up to the student to ensure that they schedule a time to get it signed before submitting it to the director of the program. Once received, the director of the program will sign off on both copies. One copy will be deposited permanently with the student’s records in the department office and the other will be returned to the student.
3. Students are encouraged contact their advisors as early as possible in the final semester to begin the advisory process.
4. Special projects are due on the last day of each semester.

III. Registration

III. A. Registering for CWP Courses

In order to ensure that students receive their first choice of instructors whenever possible, the CWP maintains controlled enrollment over all departmental courses. Rather than choose their courses directly, students are invited to submit Craft and Workshop request forms to indicate their preferred classes for the upcoming term. Once the request forms have been submitted, the department creates class rosters, notifies students of their course assignments, and distributes the access codes necessary to register in Albert, the NYU student information services website. For further information about registering for classes in Albert, please visit https://www.nyu.edu/registrar/pdf/Albert_Registration_Help.pdf.

III. B. Registering for Electives in Other Departments

Students who choose to satisfy the elective requirement by taking courses in another department (in place of a CWP craft class) may do so at any time after registration

begins. If permission from another department is required to enroll, students may contact the relevant departmental administrator directly for further instructions.

In order to count toward the M.F.A. degree, the course in question must offer 4 points of graduate-level credit. Please note that students are responsible for selecting electives that fulfill program requirements; when in doubt, they are encouraged to contact program manager Zachary Sussman (zachary.sussman@nyu.edu) for clarification.

III. C. Full-Time and Half-Time Equivalency

Unlike students in other GSAS departments, for whom a full-time course load consists of twelve credits (3 courses), M.F.A. candidates in Creative Writing are considered to be enrolled full-time when registered for eight credits (2 courses) and half-time when registered for one course (4 credits). As such, all CWP students are granted Full-Time or Half-Time Equivalency based on the number of credits in which they are registered during any semester. Please note that international students are required to enroll as full-time students (8 credits) to remain in compliance with the Department of Homeland Security. Full or Half-Time status is also necessary for students to be eligible for financial aid.

III. D Academic Advising

Director Deborah Landau serves as the primary academic advisor to students during their time in the program. All students are warmly encouraged to meet with her during the academic year. Zachary Sussman is also available for guidance concerning program policies and procedures.

IV. Maintenance of Matriculation & Leave of Absence Requests

IV. A. Maintenance of Matriculation

Per GSAS guidelines, students must maintain continuous enrollment in their degree programs from the time of matriculation to graduation. To maintain enrollment in a program a student must enroll in that program each fall and spring semester until that degree is granted.

There are two ways to maintain enrollment:

1. Register for at least one course.
2. Enroll in Maintenance of Matriculation (MAINT-GA 4747).

If a student is not registered for coursework in a given semester, they must register for Maintenance of Matriculation (MM) in order to meet the continuous enrollment requirement. Students are responsible for paying 100% of the associated MM, registration and services, and health insurance fees.

IV. B. Academic Leave of Absence Requests

A student who is obliged to temporarily suspend enrollment for national service, serious illness, or compelling personal reasons may request an academic leave of absence, which, if approved by the GSAS Office of Student and Academic Affairs, retains the student's matriculation status in the program and acts as an exception to the continuous enrollment requirement.

IV. Graduation

V. A. Applying for Graduation

Upon entering the final semester of study, students must [apply for graduation](#) in the Student Center in Albert. Students may officially graduate in September, January or May. It is the student's responsibility to apply for graduation within the specified [graduation application period](#). If a student fails to successfully complete all academic requirements by the end of their expected term of graduation, they must reapply for graduation for the following term. The application process, along with a list of important graduation deadlines and other information, can be found here: <https://goo.gl/NnVUvf>.