

# HANDBOOK FOR MASTER OF ARTS STUDENTS

2020-2021

## **Core Faculty and Staff**

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Director of Graduate Studies: Annmaria Shimabuku  
Graduate Administrator: Shoey Sun  
Department Administrator: Alejandra Beltran  
GSAS Assistant Dean for Academic Affairs: Allan Corns  
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**Notice:** In addition to this Handbook, all graduate students in the Department of East Asian Studies are urged to familiarize themselves with the GSAS Policies and Procedures Manual which can be found on the GSAS website under Academic Policies and Procedures. All GSAS Policies and Procedures supersede those of the Handbook.

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# PROGRAM OVERVIEW

The Department of East Asian Studies at New York University offers both Doctoral and Master's degrees in East Asian Cultures.

The graduate programs in the Department of East Asian Studies is committed to a critical and interdisciplinary examination of East Asia, in a global configuration. While focused especially on the modern era, the program emphasizes an understanding of how received pasts—including the early and early modern eras—interact in the modern present of contemporary societies. In the course of their study, students will be challenged to develop a critical awareness of the political, institutional, and methodological implications, as well as the historical provenance of both disciplinary-based and area studies inquiry.

Our core faculty members specialize in modern Chinese, Japanese, and Korean literatures, film, media studies and popular culture; modern East Asian cultural and intellectual history; comparative studies of nationalism, colonialism, postcolonialism, gender studies and cultural politics; East Asian urban studies; critical theory; and early China studies.

As a part of the University community, the graduate program in East Asian Studies shares the general dynamic of NYU, which has been embarking on its pursuit to become a truly global university. The program closely works with and benefits from a plethora of interdisciplinary programs, centers, and institutes with a distinct international or internationalizing tendency, such as the International Center for Advanced Studies; the Center for Media, Culture, and History; the Asian/Pacific/ American Studies Program and Institute; the Center for the Study of Gender and Sexuality; the Institute of Fine Arts; the Institute for the Study of the Ancient World; the Institute of the History of Production of Knowledge; and the Institute for Law and Society, with which our faculty have affiliations or working relations. This internal network of knowledge and knowledge production, coupled with the University-wide resources committed to international student and scholarly exchanges, visits, and coordination, has created a vital and dynamic environment in which the student can thrive in his or her study of modern East Asia.

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# PERSONNEL

## **Advisor**

The advisor is a key person in the student's career, both in the program and in the profession. The advisor will offer guidance, direct the thesis, and play a crucial role in career placement by supporting fellowship and job applications. Within the department, the advisor can recommend to the Director of Graduate Studies that an exception be made to departmental rules for compelling academic reasons.

Before registration, each student's preliminary advisor will be the DGS; they will work with incoming students to help them quickly connect with an appropriate supervisor, on the basis of scholarly interests. During the course of the first year, students are expected to make their own determination of a permanent advisor, based on relevance of the faculty member's work to the student's program of study. This is often, but not always, a faculty member with whom the student has been in contact with during the admissions process. This permanent advisor may or may not be the originally selected faculty member but must be a member of the Department of East Asian Studies; this includes faculty members with joint appointments in East Asian Studies, but excludes associated faculty from other departments. Students should discuss their interests with their prospective advisor, and ask whether the faculty member is willing to serve. If so, the student must formally register that advisor with the Graduate Program Administrator by completing and submitting an Advisor Declaration Form (available from the Graduate Program Administrator) by the end of the first year. At the end of the first year all M.A. students will complete a departmental form indicating their progress toward fulfilling degree requirements, and will meet with their chosen advisor to have this form approved.

## **Director of Graduate Studies (DGS)**

The Director of Graduate Studies is responsible for the overall management of the graduate program. Students with general questions about the program should bring them to the DGS. The DGS is also the final arbiter of the regulations of the program, and has the authority to make exceptions. Although the DGS does not have the authority to override the rules of the Graduate School, the DGS can petition for such allowances on behalf of students; exceptions such as extensions of time to degree, late completion of incompletes, and extending Graduate School deadlines, are the prerogative of the Dean of the Graduate School and the assistant and associate deans.

### **Graduate Administrator for Graduate Studies**

The day-to-day administration of the program is the responsibility of the Graduate Administrator for Graduate Studies. Because the Graduate Administrator is the communications center for the department, make sure he or she has your current mailing address, telephone numbers, and e-mail addresses. Questions about rules, deadlines, funding, grants, admissions, and other bureaucratic issues should be directed to this office, as well as to the Director of Graduate Studies. Please note that the DGS may have more information regarding funding and grants opportunities than the Graduate Administrator.

If an issue or problem requires faculty advice or approval, the Graduate Administrator will advise the student to speak with the advisor or the DGS. The Graduate Administrator also maintains files of previous years' examination questions and coordinates many of the graduate events and functions that take place throughout the year. In addition, the Graduate Administrator is responsible for the practical aspects of registration: providing registration materials and permission codes, when necessary, by which students officially register. He or she also directs students to graduate course scheduling information, course descriptions, and syllabi. Furthermore, the Graduate Administrator compiles the department's Newsletter, organizes and publicizes its calendars, and maintains its listserv and website content. This individual also assists with the coordination of the Department's many events, workshops, seminars, and other functions.

### **Assistant Dean of the Graduate School for Academic Affairs**

This office, located at 6 Washington Square North, provides information about issues and questions beyond the scope of the department. Notably, this office provides funding for research travel, and funding to present papers at conferences. This office also provides information on external funding for graduate students. Students with personal concerns are encouraged to make an appointment to speak with Assistant Dean Allan Corns at this office.

# REGISTRATION

Students should review their course schedules with their academic advisors before registering each semester to ensure they are on track to completing the degree. GSAS expects students to be enrolled in courses in all Fall and Spring semesters until the degree requirements are fulfilled. Students who are not taking courses, but still working to complete other requirements, such as thesis, internship or language, must be enrolled in Maintenance of Matriculation (see MM section below).

Certain EAS courses require special permission from the instructor or program before a student may register. These courses are indicated in the Albert course search and the program course schedule webpage listing. Students who want to take one of these courses should follow the directions on the note. For more clarification, please contact [gsas.eas.graduate@nyu.edu](mailto:gsas.eas.graduate@nyu.edu) with the course number and title.

Non-EAS course offerings taken towards general or elective concentration points may require permission of the instructor and/or the program offering the course. Students should contact the program in which the course is offered to make sure they will be able to enroll in the course when registration begins.

Students who have a hold on their account blocking them from registration should review the hold message and contact the correct office to resolve the hold. Typically, these are due to the student being in arrears in the payment of tuition, fees, loans, or other charges (including housing, dining, library fines, and other activities or services). Please visit the University Bursar website for all pertinent tuition and payment information.

Some courses have a waitlist function, allowing students to be waitlisted for a course that is full and be enrolled if a spot opens up. We encourage students to use the swap function when waitlisting for courses, especially if students are enrolling in a full course load that semester. If you are already enrolled in a full course load, even if a spot opens for your waitlisted course the system will bypass you and enroll the next student on the waitlist if you have not employed the swap function. Please review the Albert help guide on the waitlist and swap functions.

Students must be aware of the registration calendar and withdrawal/refund schedule deadlines. If students drop or withdraw from courses, W grades and tuition and registration fee charges are subject to university policies. Please review the NYU Student Information and Resources in detail.

## **Academic Advisement**

Upon matriculation into the program, each student chooses a core academic faculty as their academic advisor based on the students' concentrations, academic interests and/or career goals. Although students have a dedicated academic advisor at the start of their study with the program, they may seek advice from any full-time faculty. Faculty office hours are posted at the beginning of every fall and spring semesters. Please contact the Graduate Administrator or the DGS if you have any questions regarding your advisor assignment.

### **Cross-School Registration**

Students may take courses at other schools at NYU if they have the necessary prerequisites and approvals of the course and the approval of their EAS academic advisor. Students should confirm with their academic advisor that a course they hope to take from another school will apply towards their degree (typically as General Elective credit).

Enrollment in courses at other schools at NYU typically require completion of a registration form. Please note that other schools may have different academic and registration schedules, but graduate students at EAS must abide by the Graduate School's registration appointments and drop/add deadlines outlines. If you have questions, please contact the Graduate Administrator.

Graduate students may not enroll in undergraduate courses without the permission of both the DGS and OASA. Should permission be granted, the grades for such courses are not entered into the GPA calculation and course credit will not count toward a graduate degree. Students enrolling in an undergraduate course will be responsible for all additional tuition and fees associated with the course. To request enrollment in an undergraduate course, please contact the Graduate Administrator.

### **Undergraduate Courses**

Graduate students may not enroll in undergraduate courses without the permission of both the DGS and OASA. Should permission be granted, the grades for such courses are not entered into the GPA calculation and course credit will not count toward a graduate degree. Students enrolling in an undergraduate course will be responsible for all additional tuition and fees associated with the course. To request enrollment in an undergraduate course, please contact the Graduate Administrator.

### **Full-Time & Half-Time Equivalency (FTE & HTE)**

The University designates full-time coursework automatically to students enrolled in a minimum of 9 points in one semester (the two summer sessions combined are regarded as one semester). Half-time status is defined as enrollment in at least 6 points in one semester.

Equivalency may be granted only for purposes of insurance, student loans, scholarships or visa status. To qualify for full-time equivalency (FTE) you are expected to spend no less than 40 hours per week on a combination of coursework and/or appropriate activity required by the program. 20 hours per week is required for half-time equivalency (HTE). Graduate students may request to be certified as having full-time or half-time equivalency for an academic semester without enrolling in the minimum required points if:

- a student is working full time on the thesis and registered for the INDEPENDENT STUDIES IN TOPICS IN EAST ASIAN STUDIES (EAST-GA 1500)
- a student is interning to fulfill the internship requirement for the degree
- a student is on the last semester of study and needs fewer than 12 or 6 points of coursework to complete the degree

Students who wish to apply for equivalency must contact the Graduate Administrator before the first day of classes in the semester for which equivalency is needed. Students must be registered for courses before equivalency can be posted on their record. Equivalency is updated every semester and must be requested every semester that it is needed. The program and school will not be held liable for any loans returned to the lender as a result of late processing of the equivalency application; students are fully responsible for investigating the terms, conditions and deadlines related to their loans.

Students are not eligible for equivalency if they are not registered for any credit-bearing course work; therefore, students registered for a leave of absence or zero credit courses will not be considered for equivalency.

### **Maintenance of Matriculation**

Students who have completed their course work may register for MAINT-GA 4747 and pay the matriculation fee and the registration and service fees through the semester of their graduation. Payment of the fees entitles students to use the libraries and other research facilities, consult faculty members, and participate in University activities. If the student has attempted enough credits for a degree, registration of MAINT-GA 4747 is required during each fall and spring semester until the degree is conferred. Students who have completed coursework may maintain matriculation only up to the specified time limits of their degree. For more information, please contact the Graduate Administrator

# PROGRAM REQUIREMENTS

Each student's program is determined in consultation with their faculty advisor and with the Director of Graduate Studies in East Asian Studies. Courses in other departments may be included whenever appropriate. Students typically enroll in 10 to 12 credits per semester for their first three semesters of study. Students who enroll in less than 12 credits (full time) and require full-time equivalency for their international student visas or financial aid should contact the Graduate Administrator.

## **Master of Arts Program Requirements:**

In order to receive a Master of Arts in East Asian Studies, the student must acquire 32 course credits and demonstrate knowledge of **one** East Asian Language (Chinese, Japanese, Korean) at research-level proficiency. The student must also submit a Thesis on an approved special project to be read by the student's advisor and one additional member of the faculty. When the Thesis has been accepted, and the student has successfully passed the general examination, the student is awarded the M.A. degree.

*Coursework:* In order to complete the M.A. requirements, the student must earn 32 points.

First-Year Seminar: Introduction to Critical Asian Studies	4 points
Electives	28 points
<b>Total</b>	<b>32 points</b>

A maximum of 16 points in reading and research courses may be taken.

## **Master of Arts Language Requirements:**

Students must demonstrate research-level proficiency in one East Asian language—as a rule, the language must be Chinese, Japanese or Korean. Students who do not enter with research-level language competency will be expected to attain that level through coursework, preferably to be completed in their first year. If they have not done so prior to enrolling, students will be expected to pass a language examination at the beginning of their 4th semester (or 2nd semester of the 2nd year). The exam will be administered either by GSAS (through FLPE) or by the department.

**Chinese:** Intermediate II level in modern Chinese

**Japanese:** Intermediate II level in Japanese

**Korean:** Intermediate II level in Korean

Students may choose to demonstrate language proficiency by taking the Foreign Language Proficiency Exam (FLPE). The Office of Academic and Student Affairs will administer the FLPE to matriculated students in the Graduate School of Arts and Science each November, March, and August. For more information, including dates and links for registration please visit <https://gsas.nyu.edu/content/nyu-as/gsas/about-gsas/policies-and-procedures/flpe.html>. Keep in mind that while GSAS administers the FLPE, language proficiency may be demonstrated by other means. Please contact the Director of Graduate Studies for more information.

### **Master of Arts Coursework**

Students may not exceed the 32 points of coursework and must remain in good academic standing. In the first year, if needed, the student should take language courses toward fulfilling the language requirements.

All first year graduate students will also be required to enroll in the one-semester First-Year Seminar: Introduction to Critical Asian Studies. This seminar will be taught by faculty from the department. The aim is to provide students with a critical introduction to the methods, approaches and debates that have given shape to the institution of East Asian Studies, and the theoretical assumptions that underlie these approaches and debates--ultimately leading students into the significant debates that now characterize the field, and the intellectual, theoretical and social implications of the study of modern East Asia in today's world.

During the second year of study, the student is required to fulfill all remaining requirements, including language if necessary. The bulk of the coursework during the second year should be taken in the student's chosen field under various specialized Topics courses and the focus should be on the M.A. Thesis.

The M.A. degree will be awarded after the successful completion of the M.A. Thesis on the student's specialized topic, read by two members of the faculty.

### **Thesis Requirement(s)**

The thesis component of the degree allows students to pursue topics driven by their own interests, and as shaped by their coursework and work with their advisors at NYU. Students should select their thesis topic in consultation with the faculty member with whom they have chosen to work.

All students must write a thesis in their chosen area of study. Two members of the faculty, one being the student's advisor, will evaluate the thesis. The thesis may be based on a course term paper, but should nonetheless be an independent research work, typically in the range of 50 or more pages.

The M.A. Thesis is an original research project, that in some cases may develop as a distinct work out of a previous seminar or term paper. Ideally, students should meet with their academic advisor by the end of their second semester in the program to identify a thesis supervisor (if they have not done so already), and to discuss their proposed thesis topic. The M.A. Thesis must be sponsored and supervised by a relevant faculty member. When appropriate, and with approval of the DGS, students may choose an advisor outside of EAS, so long as the advisor is a member of the NYU faculty and has knowledge and/or expertise that may exceed that of the members of the faculty in the EAS program and is appropriate for the student's thesis project. Once a thesis topic and supervisor are designated, the DGS must approve any changes.

Students and supervisors must complete and submit the M.A. Thesis Supervision Form to the Graduate Administrator. The DGS has final approval on all supervisory relationships. After a supervisor is confirmed, students should arrange to meet regularly with their thesis supervisor during the academic semester. It is the student's responsibility to contact their supervisor to arrange meetings and to keep their supervisor informed of the progress of the research.

NYU faculty hold regular office hours in the Fall and Spring Semesters. In January Term and Summer Sessions I & II, students should book appointments with their supervisors by email. It is recommended that students continue to meet on a regular basis with their thesis supervisors in person or virtually during J-Term and Summer Sessions.

On the rare occasion when the supervisory relationship ceases to function well, the student should immediately contact the DGS to address the issue. Students should not attempt to write their thesis alone – all theses must have two readers, including the supervisor and an additional reader. At least one faculty member must be a full-time faculty member at NYU. Students cannot submit their thesis for graduation without two readers.

# OTHER IMPORTANT PROGRAM POLICIES

## Grading Policy

All students admitted into the M.A. program are assumed to possess the capacity to complete the program successfully. At the same time, the quality of student performance is continually evaluated. Course grades, completed course work, timely progress on preparation of language competency, and the M.A. thesis are important considerations in evaluating student performance. Student performance in these areas will be continuously and carefully monitored, and any failure to meet stated deadlines may be grounds for probation.

Courses taken for the degree cannot be taken pass/fail. GSAS requires students to maintain a GPA of 3.0 or higher and successfully complete at least two thirds of points attempted at NYU, excluding the current semester. Courses with grades of "I", "NR", "W", and "F" are not considered successfully completed. Students also must be within time to degree limits (see 5.8 of the GSAS PP Manual). These GSAS standards are minimal requirements for academic good standing.

GPA's are calculated based on the following scale: A 4.0 = Excellent work A- 3.667 = Very good work B+ 3.333 = Work needs improvement B 3.0 = Inadequate B- 2.667 C+ 2.333 C 2.0

An unresolved grade, "I" or "NR" reverts to "F" one year after the beginning of the semester in which the course was taken. Extension of the incomplete grade "I" beyond the one year deadline may be petitioned with the program and submitted for approval by the GSAS Office of Academic and Student Affairs (OASA). No extension will be allowed for "NR" grades.

In order to remain in the program, "Incompletes" cannot be carried for one year after the beginning of the semester in which the course was taken, unless an extension is granted. The Graduate Administrator will work with the student to ensure that coursework is submitted on time and the "Incomplete" grades are resolved.

A student placed on probation will receive a letter from the DGS stating the specific reasons for probation, the specific terms for removal from probation, and a date by which the student's status will be re-evaluated. If the student has not fulfilled the stated requirements by that date, as determined by the advisor and the DGS, the student will be terminated.

Students have the right to appeal a decision of either probation or termination. A student who wishes to appeal must state his or her case in a letter to a panel, specially convened by the chair,

consisting of three faculty members within the department, normally drawn from the Planning and Advisory Committee, who have not previously worked with the student. The student will also meet with that panel in person, and the panel will meet separately with the faculty members who made the determination of probation or termination. If the panel rules against the student, the student has the right to appeal to GSAS. Students are expected to familiarize themselves with GSAS rules regarding probation and appeal in the aforementioned GSAS Policies and Procedures Manual.

### **Time to Degree**

According to Graduate School rules, students entering the program with a BA degree must complete the M.A. requirements within five years of their initial registration. Official leaves of absence are not counted within the time to degree. With the support of DGS, students and their advisors may petition the Assistant Dean of Graduate School for an extension of time to degree.

### **GSAS Transfer Credits Policy**

GSAS programs accept transfer credit from accredited graduate institutions. Students in the program must apply for transfer credit within their first academic year of attendance as a matriculant. Courses for which a degree has already been awarded or for courses older than ten years may not be applied toward a GSAS master's degree. Eligible courses must have a grade of B or better, or a grade of P or S from pass/fail systems, and must be relevant to East Asian Studies.

Transfer course equivalency is not granted for EAS core course credit; equivalency is only granted for EAS elective or general elective credits. Individual course credit must be transferred point for point. Please refer to the back of the transcript for conversion of non-traditional point systems.

GSAS awards international transfer credit in accordance with current guidelines regarding equivalency as determined annually by Graduate Enrollment Services. EAS students may transfer up to 12 graduate level credits from an accredited institution. All requests must be accompanied by a sealed, official copy of your transcript.

Please first discuss your intent to transfer credits with your EAS faculty advisor. Provide your advisor with the institution and course information, as well as the syllabi, any significant work completed for the course(s), and unofficial transcript (if available). Confirm with your advisor what the transfer course equivalency would be (EAS elective, general elective). Once preliminary approval is given, please request a sealed, official copy of your transcript from the institution where the credit(s) was earned (and translation if necessary). Submit the transcript to the Graduate Administrator along with the completed Transfer Credit Request Form. GSAS has final authority to

approve credit transfers. The DGS only approves the transfer in terms of the content matter of the course. The Graduate Administrator will notify the student of the outcome of the request.

### **Repeated Courses**

Students will not be granted credit for a course that is repeated. The one exception to this rule is for the “topics” courses. Provided that the syllabus is substantially different, a student may repeat the course for credit. Be careful to register for a different section each time. If, when checking your transcript, you find that you have not received full credit for such repeated courses or for a year-long course, please see the Graduate Administrator.

### **Graduation**

Students graduate in September, January or May. The NYU commencement ceremony for all schools is held in May. In order to graduate in a specific semester, students must apply for graduation within the application deadline period. It is recommended that students apply for graduation no later than the beginning of the semester in which they plan to complete all program requirements. Students are responsible for knowing the deadlines associated with the term in which they plan on graduating, and getting all the necessary materials to the proper offices. See the Registrar’s Graduation webpage for more information and detailed instructions related to applications, deadlines, commencements, diplomas, honors, and expected term of graduation. Below are guidelines to follow pertaining to graduation:

- Apply for Graduation on Albert
- Notify the Graduate Administrator and your faculty supervisor of your intention to graduate by email.
- Resolve any outstanding incompletes and follow up on any outstanding requirements on your graduation check sheet (typically sent to you by Graduation Services). Please visit <https://www.nyu.edu/students/student-information-and-resources/registration-records-and-graduation/graduation-and-diplomas.html> for more information on graduation and diplomas.

### **Students’ Religious Observance and Class Attendance**

As a nonsectarian, inclusive institution, NYU policy permits members of any religious group to absent themselves from classes without penalty when required for compliance with their religious obligations. The policy and principles to be followed by students and faculty may be found at <https://www.nyu.edu/about/policies-guidelines-compliance/policies-and-guidelines/university-calendar-policy-on-religious-holidays.html>.

## **Plagiarism Policy**

### A COMMUNITY OF THE MIND

New York University is a "community of the mind." Its students, faculty, and staff all share the goal of pursuing truth through free and open inquiry, and we support one another's endeavors in this regard. As in any community, membership comes with certain rights and responsibilities. Foremost among these is academic integrity. Cheating on an exam, falsifying data, or having someone else write a paper undermines others who are doing it on their own; it makes it difficult or impossible to assess fairly a student's interest, aptitude, and achievement; and it diminishes the cheater, depriving him/her of an education. Most importantly, academic dishonesty is a violation of the very principles upon which the academy is founded. Thus, one of the first things that we ask of students entering the program is to recognize these principles of academic integrity. For this reason also, violations of these principles are treated with the utmost seriousness. Perhaps the most serious form of academic dishonesty is plagiarism.

Plagiarism: Plagiarism is copying someone else's work and portraying it as your own without properly referencing it (i.e., not citing it). For further clarification please see Indiana University Bloomington's comprehensive website on how to recognize plagiarism: <https://indiana.edu/~istd>. Plagiarism can be done purposefully or accidentally – either way it is still plagiarism. Plagiarism will be dealt with according to GSAS Regulations. This is a severe offense, and is not to be taken lightly. If you need assistance on understanding plagiarism please see the DGS immediately.

If a faculty member suspects plagiarism in a piece of work the faculty member with knowledge of the facts shall file a complaint with the EAS DGS per section 9 of the GSAS Policies and Procedures Manual. The EAS DGS will notify the student in writing of the complaint within two working days of receipt of the complaint.

If a student's work is suspected of plagiarism, the student will be requested by the DGS to meet with a faculty panel consisting of the DGS and one permanent faculty member. The student will be asked to explain the case of plagiarism and the student will be queried about the issue and provided with the evidence the program has used to determine the existence of plagiarism.

The faculty panel has a range of options regarding decisions, but in cases where plagiarism has been found the penalties are as follows:

If a student is found guilty of plagiarism, in the first instance the student receives a fail for the piece of work. The guilty verdict will be placed on the student's file and the student will receive a written warning of their violation.

If a student is found guilty of a second case of plagiarism the student will be removed from the program permanently.

The student may reject the program's resolution. If there is no consensual resolution of the situation then the DGS will forward the program's complaint of plagiarism to the Assistant Dean for Academic Affairs, in which case the procedures outlined in section 9 of the GSAS Policies and Procedures manual will apply.

### **Helpful Resources:**

<https://www.nyu.edu/students/student-information-and-resources.html>

<http://gsas.nyu.edu/admissions/newly-admitted-students.html>

<http://gsas.nyu.edu/financial-support/fellowships.html>

<http://gsas.nyu.edu/content/dam/nyu-as/gsas/documents/policies-and-procedures-and-forms/PP%20Manual%20Final%2012-22-2016.pdf>

[http://gsas.nyu.edu/content/dam/nyu-as/gsas/documents/bulletins/GSAS\\_Bulletin\\_2017-19.pdf](http://gsas.nyu.edu/content/dam/nyu-as/gsas/documents/bulletins/GSAS_Bulletin_2017-19.pdf)

### Sample Student Roadmap

*Please note that this is only one model for planning one's overall educational strategy. Each student will find for themselves the right balance and are encouraged to take courses in other departments that are relevant to their research fields and thesis subject. Students should work with their advisor on creating a unique roadmap that fits their academic goals accordingly.*

#### Year One

<b>Semester 1 (Fall)</b>		<b>Total Credits</b>
	EAST-GA 1001: First Year Seminar: Intro to Critical Asian Studies*** required course	4
	COURSE 2	4
	COURSE 3	4
	If needed, enroll in language course(s) towards fulfilling language requirements	
<b>Semester 2 (Spring)</b>		<b>Total Credits</b>
	COURSE 1	4
	COURSE 2	4
	COURSE 3	4
	If needed, enroll in language course(s) towards fulfilling language requirements	
	Plan to take the FLPE during the summer or start of the second year	
	Declare and choose your advisor	
<b>Total Course Credits After 1st Year</b>		<b>24</b>

#### Year Two

At the start of the 2nd year, students should be thinking about their thesis topic and reading lists. Students are encouraged to enroll in independent study with their advisor to work on their MA thesis, especially in their last semester. It is advised by the program that students complete their language by their third semester so that a majority of their focus in the 4th and final semester is on fulfilling the MA course requirements and writing the MA thesis.

<b>Semester 3 (Fall)</b>		<b>Total Credits</b>
	COURSE 1	4
	COURSE 2	4
	COURSE 3 (optional)	
	enroll in language course(s) toward fulfilling language requirement or take FLPE exams to demonstrate language proficiency	
	Begin to work with advisor on thesis topic/reading lists	
	Submit MA Thesis Supervision Form to Administrator	
<b>Language Requirement Fulfilled</b>		
<b>Semester 4 (Spring)</b>		<b>Total Credits</b>
	COURSE 1 (optional)	
	COURSE 2 (optional)	
	COURSE 3 (optional)	
	Complete M.A. Thesis (approx. 50 pages)	
	Apply for graduation	
	Fulfill all course requirements	
<b>Total Course Credits After 2nd Year</b>		<b>32</b>

**CONGRATS! YOU DID IT!**