



Master's Program in History

M.A. HANDBOOK

2019-2020

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Core Faculty and Staff

Director of the Master's College and Assistant Dean of Graduate Enrollment Services:

David Giovanella

Department Chair: Professor Edward Berenson

Department Manager: Karin Burrell

MA Director of Graduate Studies: Professor Guy Ortolano (ortolano@nyu.edu)

The Director of Graduate Studies is responsible for the overall management of the MA in History Program. The DGS is the final arbiter of the regulations of the program, which are outlined in the bulletin of the Graduate School of Arts and Sciences. The DGS has the authority to make exceptions to departmental regulations. The DGS does not, however, have the authority to make exceptions to GSAS rules. The DGS can petition on behalf of the student, but such exceptions, including extensions of time to degree, late completion of incompletes, or missing any other deadline of the Graduate School, are in the prerogative of the Dean of the Graduate School and the sub-deans.

Graduate Program Administrator: Chelsea Rhodes (chelsea.rhodes@nyu.edu)

The day-to-day administration of the program is the responsibility of the Graduate Program Administrator. Questions a student may have about rules, deadlines, grant opportunities, or minor bureaucratic problems should be directed to the Program Administrator. If the issue or problem requires faculty advice or approval, the Program Administrator will advise the student to talk either with her or his advisor or the DGS. The Program Administrator is also the communications center for the department. Make sure that the Program Administrator has your current mailing addresses, telephone numbers, and e-mail addresses. The Program Administrator can also direct students to funding opportunities, job notices, and the like.

Graduate Program Assistant: David Mendoza (david.mendoza@nyu.edu)

The Department Assistant is responsible for the practical aspects of registration: providing registration materials and the permission codes by which students officially register. The Department Assistant helps maintain student records and information for the Graduate Program Office, including rosters, listservs and keeping the website up to date.



Program Overview

The Master's degree in history offers students graduate work that serves a variety of needs and purposes. A master's degree can be an end in itself for students whose personal and/or professional goal is an M.A.. The M.A. can also be a preparatory graduate degree en route to the doctorate. The M.A. can also advance other professional goals, from secondary education to museum work. Note that acceptance into the M.A. program does not constitute admission into the Ph.D. program in History. Students who decide they want to pursue a Ph.D. may later apply for admission to the doctoral program.

Courses

For a complete list of courses offered in the current semester, consult Albert or the History Department's website. In addition to graduate seminars, you will also find the following types of courses in the department:

"Literature of the Field" courses, designed to provide entry to a broad area of history, through reading and discussion of a number of major issues, problems, and controversies that represent traditional and contemporary approaches to the area as a whole. Although these courses are designed specifically for the needs of doctoral students, MA students may be admitted to them with the instructor's permission.

Readings in History and *Research in History* courses are independent study courses, which are specially arranged between students and instructors. Though students are encouraged to enroll in standing courses whenever possible, in select cases readings courses allow students to pursue their individual areas of interest and research.

Master's in History Program Degree Requirements

The M.A. in History requires the completion of 32 points of course work, of which at least 24 must be within the Department of History. No more than 8 points may be transferred from other graduate schools.

Students must take a sequence of three core courses, beginning with **Approaches to History (MA), HIST-GA 2168**, which is offered each autumn.

That is followed by the **M.A. Proseminar, HIST-GA 2022**, which supports the development and writing of a substantial research project. Students also write an M.A. thesis, the subject and shape of which is normally determined through the Proseminar.

Students select a faculty advisor to direct the thesis, and complete the **M.A. Thesis Course, HIST-GA 3019**, with the advisor in the final semester (4 points). Further details on the thesis are provided below.

All students enrolled full-time are expected to complete their course work after three semesters; part-time students are allowed to stretch the program out over a maximum of six semesters.

Curriculum Requirements	
Approaches to History (MA): HIST-GA 2168	4 pt
M.A. Proseminar: HIST-GA 2022	4 pt
History M.A. Thesis Course: HIST-GA 3019	4 pt
3 Electives in a defined thematic area	12 pt
2 Electives	8 pt
Total 32 points	

Students choose three courses in one of the following thematic areas:

- * Women & Gender
- * Society, Economics, & Politics
- * Culture & Ideas
- * Science, Environment, Technology, & Health (SETH)
- * Race & Migration

The MA Director of Graduate Studies, in consultation with the Graduate Program Administrator, will determine which available courses satisfy each of the thematic areas. The pursuit of thematic areas outside of the suggestions listed above are reviewed on a case-by-case basis by the MA DGS.

The two elective courses may be from within or beyond the department, and may include literature of the field courses.

Thesis: Students must write an M.A. thesis, usually expanding on the paper they complete for the Proseminar. Each student's paper from the M.A. Proseminar will be read by a relevant faculty member who will compose a report, based on the professional model of a "revise and resubmit" peer review. Students will use that feedback as the basis for revising their Proseminar paper into their M. A. thesis, which should be conceived of as an article-length piece of writing; this form means that the thesis will be suitable for submission for publication, or for use as a writing sample for further applications. The faculty reviewer serves as the thesis adviser when students register for the M.A. Thesis course in the final semester. (4 points).

Defense: At the conclusion of the thesis course, students arrange an oral defense of their thesis. This defense includes the faculty advisor, in addition to a second reader as determined by the student and their advisor. The defense must be conducted in time for the student to complete any necessary revisions, before the thesis is formally submitted, with signatures from both faculty members, to the Graduate Program Administrator.

Thesis Requirements:

1. Content: The thesis should present the results of original primary-source research in the student's chosen area of thematic expertise. In the case of research on sources written in languages other than English, the research should be conducted in the original language.
2. Scope: The thesis should review the relevant scholarly literature on the topic and present original arguments and analysis based on the primary-source research.
3. Length: The thesis should be about 35 pages long, not inclusive of the bibliography; this is approximately 12,000-15,000 words.
4. Academic integrity: The thesis should be the student's own original work. Students are responsible for knowing and following university policies on academic integrity.
5. Style: Citations and formatting should closely follow the *Chicago Manual of Style*.

Thesis Deadlines (full-time students):

1. During 2nd semester, generally as part of the Proseminar: choose topic with aid of advisor.
2. Start of final semester: select second reader, in consultation with the advisor.

By the last day of classes, you must submit two signed reader sheets to the Graduate Program Administrator. Before that submission, you will have needed to arrange (1) the circulation of your drafted thesis to your advisor and second reader, (2) the oral defense of that thesis with your advisor and second reader. (The [reader sheets](#) are signed at the defense.) In the past, bearing these requirements in mind, students have aimed to circulate drafted thesis on April/November 15, with a defense on May/December 1. All dates should be discussed and cleared with your advisor and second reader.

Transfer Credit: According to GSAS policy, a student is in residence at GSAS when the student is actively enrolled in a GSAS program. Only points from NYU sponsored courses earned while the student is in residence at GSAS count toward fulfilling the program's residency requirements (24 points must be earned in residence at GSAS). Therefore, the maximum transfer credit allowed may not exceed the difference between the number of credits required for the degree and the 24 point residency requirement. (E.g., in a 32 point required program, the maximum the student may transfer is $32 - 24 = 8$ credits). Students may transfer credit for courses taken at another institution while matriculated at NYU, as long as the DGS gives written approval for the course(s) to be transferred prior to the student's enrollment in those courses. Please note: When taking classes at another institution with the intent of transferring those credits toward your degree, you must make sure the course is worth four points as not all institutions use the same credit system as NYU.

Academic Standing: MA students must maintain a GPA of 3.0 or above in order to remain in the program.

Academic Advising and Course Registration: Registration for the fall semester begins in mid-April and for the spring semester in mid-November. As they advance through the program, in order to ensure their progress to completion of all necessary requirements, students should consult with the MA DGS about their course selection.

Continuous Enrollment: All students must maintain continuous enrollment until their degree is conferred. This can be done either through coursework or by registering for maintenance of matriculation (for which you will be charged fees by the university). If you need to request an academic leave of absence, please consult with the MA DGS and Graduate Administrator. GSAS's policies on academic leaves of absence can be found in the GSAS Policies and Procedures Manual (<http://gsas.nyu.edu/about-gsas/policies-and-procedures/policies-and-procedures-manual-and-forms.html>)

Outside the Classroom

History Department Events & Series: The NYU Department of History offers many recurring series and events throughout the academic year. MA students are welcome to participate in these events. Please stay attuned to the History Department's listserv emails and newsletters that contain information on workshops, speakers, and other events.

Financial Support for Research: See the department's website for information on financial resources available to support research and professional development.

Graduate Student Lounge: The History Department provides a Graduate Student Lounge on floor 5E of the King Juan Carlos Center (53 Washington Square South) where students can study, relax, and use the available coffee maker, refrigerator, microwave oven, computers, and printer.

The GSAS Master's College: The Graduate School of Arts and Science's Master's College provides access to information, advisement, and resources for prospective and current master's students as they focus on their scholarly, professional, and personal development.

The Master's College works with NYU campus-wide offices and GSAS academic departments and programs to provide the highest quality master's education. They host a variety of events, including thesis competitions, career-planning seminars, and grant-writing workshops. The Master's College also plans

social events to give students a chance to meet colleagues from other departments in a convivial and welcoming atmosphere.

The Master's College recruits students to participate on the Master's College Program Board, a group of current master's students from diverse backgrounds who create, plan, and host events for their fellow students. Its mission is to enhance the educational experience of GSAS master's students by providing activities that build a sense of unity across the NYU global community.

As an NYU student, you also have access to programs providing support services. The **Office of Financial Education** offers coaching appointments and information on public service loan forgiveness programs as well as iGrad, a suite of interactive tools is designed to provide you with knowledge on a variety of topics including budgeting, financial aid, banking, investing, and more.

NYU's Health and Wellness programs include the **Wellness Exchange**, which provides hotline, drop in, and text- or email-based options to access mental health counselors about any day-to-day challenges or health concerns, including medical issues, stress, depression, sexual assault, anxiety, alcohol or drug dependence, and eating disorders.

The above represents only a modest sampling of student life, and all incoming students are encouraged to ask other students and faculty for more information. Of course, you are encouraged to attend lectures and seminars and perhaps join at least one student association.