

Guidelines, Timelines & General Requirements for MA and PhD students Department of History 2018

1) COURSE REQUIREMENTS:

Required graduate seminars for all students:

HIST 6925 Thinking History

HIST 6935 Writing History

MA by report: students must complete 15 credit hours (5 graduate courses including 6925/35)

MA by thesis: students must complete 12 ch (4 graduate courses including 6925/35)

PhD: students must complete 12 ch (4 graduate courses including 6925/35; if you have already completed these two courses during your MA, you need to supplement them with other courses. You may repeat 6935 as part of these 12 ch, space and instructor permitting)

2) LANGUAGE REQUIREMENTS:

All students pursuing the MA degree by thesis or report in the field of Canadian History must show a reading knowledge of French sufficient to allow them to use that language in their historical research and study. That knowledge will normally be demonstrated by translating or paraphrasing a selected passage or passages from a secondary historical source with the aid of a dictionary. The reading requirement must be satisfied before the degree is granted. For MA students researching in other fields, the language requirements are to be determined by the supervisor. This may involve taking undergraduate language classes during your degree to meet language requirements. PhD students are expected to arrive with language training relevant to their field but may also be required to undertake additional language classes to supplement this training in consultation with the Director of Graduate Studies and their doctoral committee.

3) DEGREE TIMELINES:

***please note that SGS deadlines can change, and these are the ones that matter!**

MA by report (12 months)

| Fall 2018 | Winter 2019 | Spring/Summer 2019 |
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| <ul style="list-style-type: none"> • Complete 2 or 3 graduate courses • Meet with your advisor weekly or bi-weekly • Apply for SSHRC, if you are eligible; use this as the basis of a report | <ul style="list-style-type: none"> • Complete 2 or 3 graduate courses • Meet with your advisor weekly or bi-weekly • Apply for Michael Smith travel | <ul style="list-style-type: none"> • Complete secondary reading & primary research (if applicable) • Write your report by chapter/section according to your proposal and submit sections/chapters to your advisor on an agreed upon timeline • Work on revisions with your advisor in prep for submission to your committee for defense • Your report should be 40-60 pp in length, divided into sections or chapters |

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| <p>proposal for your advisor</p> <ul style="list-style-type: none"> • Begin preliminary secondary reading list for your report topic, which will necessarily be more limited than a thesis topic due to the 3-term program option | <p>supplement if you are already a SSHRC holder</p> <ul style="list-style-type: none"> • Complete report proposal for your advisor • Continue secondary reading list & begin primary research (if applicable) | <p>Deadlines:</p> <ul style="list-style-type: none"> • Aug. 31 is the summer term deadline for completion to not pay fall tuition, including final defense. This means you need to have the report finalized with your advisor for committee at least a month prior to this date. • Sept. 14 is the last day students can defense and submit final copies to graduate in the fall. • Full SGS list of important dates: http://www.unb.ca/gradstudies/current/resources/important-dates.html |
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MA by thesis (24 months)

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| <p>Fall 2018</p> <ul style="list-style-type: none"> • Complete 2 graduate courses • Meet with your advisor weekly or bi-weekly (or as necessary) • Apply for SSHRC, if you are eligible; use this as the basis of a report proposal for your advisor • Begin preliminary secondary reading list for your thesis | <p>Winter 2019</p> <ul style="list-style-type: none"> • Complete 2 graduate courses • Meet with your advisor weekly or bi-weekly (or as necessary) • Apply for Michael Smith travel supplement if you are already a SSHRC holder • Complete thesis proposal for your advisor • Continue secondary reading list | <p>Spring/Summer 2019</p> <ul style="list-style-type: none"> • Complete secondary reading & begin primary research collection • The thesis option requires the collection of original, primary research materials either in archives or through online repositories, or both • You may begin drafting chapters depending on your research progress, in consultation with your advisor • Your thesis should be approximately 100 pp in length, divided into an introduction, a historiography chapter, 2-3 content chapters, and a conclusion |
| <p>Fall 2019</p> <ul style="list-style-type: none"> • Finalize primary research collection and begin drafting chapters, in consultation with your advisor • Try to complete 1-2 chapters of writing this term | <p>Winter 2020</p> <ul style="list-style-type: none"> • Finalize writing the thesis, with remaining content chapters, introduction, and conclusion • Prepare thesis for committee submission | <p>Spring/Summer 2020</p> <p>Deadlines:</p> <ul style="list-style-type: none"> • April 12 is the spring term deadline for completion to not pay summer tuition, including final defense and to graduate in May. • Aug. 31 is the summer term deadline for completion to not pay fall tuition, including final defense. |

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| <ul style="list-style-type: none"> • Apply for SSHRC, if you are eligible | <p>according to SGS guidelines</p> <p>Deadlines:</p> <ul style="list-style-type: none"> • March 1, final thesis to Director of Graduate Studies to schedule a spring defense for May graduation | <ul style="list-style-type: none"> • This means you need to have the thesis finalized with your advisor for committee at least a month prior to these two completion date options. • Sept. 14 is the last day students can defense and submit final copies to graduate in the fall. • Full SGS list of important dates: http://www.unb.ca/gradstudies/current/resources/important-dates.html |
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4) DOCTORAL READING FIELD REQUIREMENTS

The purpose of the doctoral reading fields is to obtain the expertise necessary for university teaching at all levels, including graduate teaching. A secondary purpose is to prepare students for their dissertation research.

A major field is generally comprised of between 80-100 monographs, or the equivalent. Typically, the expectation is that a major field should be completed in 8 months.

A minor field is generally comprised of between 40-50 monographs, or the equivalent. Typically, the expectation is that a minor field should be completed in 4 months.

The purpose of the major field is to instill a thorough knowledge of a broad field of study that can form the foundation of teaching program. They also represent the major fields we can reasonably cover as a Graduate Academic Unit (GAU). Examples of major fields in our program would be Atlantic World History, Canadian History, Caribbean History, Early Modern European History, Latin American History, Military History, Modern European History, Social History of Medicine, U.S. History, etc.

The purpose of the minor field is to provide training in a more specialized area, which will help build the student's teaching and research expertise. Minor fields may be thematic, or more concentrated temporal or geographic specializations. These fields may be covered within the GAU or with the assistance of Honorary Research Associates (faculty from beyond History at UNBF & UNBSJ and including our colleagues at St. Thomas University), depending on area of expertise. Some examples of thematic minor fields may include, Acadian History, Anti-colonial/Post-colonial Studies, Atlantic Canadian History, Critical Ethnic Studies, Cultural and Intellectual History, Disability History, Environmental History, First World War History, Gender and Sexuality, History of Religion, History of Science, History of Slavery, International Relations, Labour History, Loyalist Studies, etc. Some example of specialized geographic minor fields may include, Modern Germany, Early Modern Britain, Modern France, etc.

PhD (48 months = 4 years)*

***note that this is the length of funding for doctoral students. We will help you work towards this timeline, recognizing that doctoral research and writing may exceed this deadline.**

| Fall 2018 | Winter 2019 | Spring/Summer 2019 |
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| <ul style="list-style-type: none"> • Complete 2 graduate courses • Meet with your advisor and/or committee members as necessary (bi-weekly or monthly) • Apply for SSHRC, if you are eligible; use this as the basis of a report proposal for your advisor • Assemble preliminary field exam reading lists, and begin reading for your fields as complementary to your course work | <ul style="list-style-type: none"> • Complete 2 graduate courses • Meet with your advisor and/or committee members as necessary (bi-weekly or monthly) • Finalize reading field topics and field supervisors, including assignments, timelines, and meeting and submission expectations • Continue to assemble preliminary field exam reading lists, and begin reading for your fields as complementary to your course work • You can aim to have one minor field completed by the end of this term if it corresponds to a graduate course topic | <ul style="list-style-type: none"> • Complete your remaining minor reading field and your major reading field by August. Depending on how you organize your time in the first year, these can be completed in various orders. • Begin assembling and reading secondary materials for your dissertation historiography chapter, noting that these requirements are necessarily different than the field reading lists. For example, if your major reading field topic is Canadian History, then you need to narrow down the materials you read for your historiography chapter to your specific dissertation topic – for example, the history of folk art in Nova Scotia – within that larger field. The reading lists may overlap, but they also serve different purposes for your overall doctoral requirements (e.g., the major and minor fields prepare you for teaching and offer breadth, while the historiography chapter of your dissertation allows you to situate your original research within academic studies that contribute to the same sub-topic area, such as art history in Atlantic Canada or rural cultural history). • Historiography chapter reading lists should be cleared with your advisor, and your committee if applicable, and are subject to change as you research and write the dissertation. • Discuss any teaching opportunities that you are interested in with your advisor and committee. This may include applying for stipend courses at UNB or STU, and/or a teaching apprenticeship. |
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| Fall 2019 | Winter 2020 | Spring/Summer 2020 |
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| <ul style="list-style-type: none"> • Apply for SSHRC, if you are eligible • Present your preliminary research at graduate conferences • Finalize your dissertation proposal with your advisor, so that you have a clear plan for readings secondary sources and collecting research materials • Finalize assembling and reading secondary materials for your historiography chapter | <ul style="list-style-type: none"> • Apply for Michael Smith travel supplement if you are already a SSHRC holder • Begin primary research, which you should have a plan for already in consultation with your advisor and committee through the dissertation proposal • Review dissertations from UNB History in your topic area, to get a sense of organization and breadth | <ul style="list-style-type: none"> • Consider presenting preliminary research findings at upcoming professional conferences for 2019-2020, and discuss abstracts and applications with your advisor and committee members • Undertake major travel that you will need to do for research purposes, such as visiting libraries, museums, and archives across the country and abroad • Begin writing your historiography chapter and your content chapters, as applicable and in consultation with your advisor • This is a good time to outline specific timelines for chapter submissions, feedback, and revisions. Don't wait for you advisor or committee to do this for you. You are responsible for your own timelines. • Your dissertation can vary in scope and length, and it is difficult to generally outline what each individual student will need to do. In History, it is typical to write dissertations anywhere between 200-400 pp. Aiming for 300 pp is a good middle target, with the understanding that it can be longer or shorter, depending on the topic. • Discuss any teaching opportunities that you are interested in with your advisor and committee. This may include applying for stipend courses at UNB or STU, or elsewhere if you plan to leave Fredericton after you complete the 24-month residency requirement. |
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| <ul style="list-style-type: none"> • Follow the timelines agreed upon with your advisor and committee for writing and revising content chapters. | <ul style="list-style-type: none"> • Follow the timelines agreed upon with your advisor and committee for writing and revising content chapters. | <ul style="list-style-type: none"> • Follow the timelines agreed upon with your advisor and committee for writing and revising chapters. • By the end of this year (Year 3) it would be ideal to have most of your content chapters written and revised with your advisor, leaving Year 4 for the introduction, final historiography chapter, conclusion, and committee feedback before it goes to external readers. |
| <p>Fall 2021</p> | <p>Winter 2022</p> | <p>Spring/Summer 2022</p> |
| <ul style="list-style-type: none"> • Follow the timelines agreed upon with your advisor and committee for writing and revising intro, historiography, and conclusion. • You should aim to have a full draft for your committee by the end of this term | <ul style="list-style-type: none"> • Revise your full draft according to your committee feedback • Prepare final draft of dissertation for external readers • Please note that SGS handles all scheduling of doctoral defenses, including the contacting of external readers | <p>Deadlines:</p> <ul style="list-style-type: none"> • April 12 is the spring term deadline for completion to not pay summer tuition, including final defense and to graduate in May. |