

UNB HISTORY GRADUATE STUDENT HANDBOOK

**2021-
2022**

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August
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UNB HISTORY GRADUATE STUDENT HANDBOOK

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UNB HISTORY GRADUATE STUDENT HANDBOOK

1. Welcome and Contact Information

Welcome to the UNB Graduate Programs in History. Our programs are administered through the Department of History on the Fredericton campus of the University of New Brunswick, but our graduate academic unit includes the historians at the UNB—Saint John campus.

In this Handbook, you will find information on our program requirements, procedures, and deadlines. Please also consult the weekly Graduate Historical Facts e-newsletter. And, for more information, including the most up-to-date deadlines, please see the School of Graduate Studies (SGS):
<https://www.unb.ca/gradstudies/current/index.html>.

During the pandemic, SGS is maintaining a site for FAQs about UNB's response as it affects graduate students: <https://www.unb.ca/gradstudies/admissions/covid-19-faq.html>.

Graduate programs are professional and thus requirements are specific to disciplines and to institutional strengths. This guide lays out the professional expectations for both students and faculty for graduate training in history at the University of New Brunswick.

When you need assistance, or have a question, please contact one of the following people or your supervisor:

- Dr. Erin Morton, Director of Graduate Studies (DoGS): emorton@unb.ca
- Elizabeth Arnold, Graduate Administrator: eliz@unb.ca

2. Master of Arts (MA)

We offer two MA degree options: Master of Arts in History, by Thesis, and the Master of Arts in History, by Report. They have similar program requirements:

A. Program Requirements

Master of Arts in History, by Thesis

- HIST 6925 Thinking History (3ch)
- HIST 6935 Writing History (3ch)
- HIST 6945 Historical Research Methods and Practice (3ch)
- Graduate Seminar (3ch)
- Graduate Seminar (3ch)

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- Language Requirement
- An MA Thesis of approximately 80-100 pages, based on original, primary source research
- A successful MA Thesis Defense

We have designed this option for you to complete in five full-time semesters (fall, winter, summer, fall winter). Each semester you must register in HIST 6997 Master's Thesis.

Master of Arts in History, by Report:

- HIST 6925 Thinking History (3ch)
- HIST 6935 Writing History (3ch)
- HIST 6945 Historical Research Methods and Practice (3ch)
- Graduate Seminar (3ch)
- Graduate Seminar (3ch)
- Graduate Seminar (3ch)
- Language Requirement
- An MA Report of approximately 40-60 pages, which can be based more heavily on secondary source research
- A successful MA Report Defense

We have designed this option for you to complete in three full-time semesters. Each semester you must register in HIST 6996 Master's Report

B. Coursework

All MA students must complete five graduate level courses (15 ch) (except for MA report students, who complete six), including the three mandatory courses, HIST 6925: Thinking History, HIST 6935: Writing History, and HIST 6945 Historical Research Methods and Practices and normally within the first program year. All graduate seminars meet once a week, for three hours, and are reading, research, discussion, and writing intensive. They are normally capped at 12 students. Depending on the teaching schedule, you may be able to complete one course requirement with a Field School/Travel Study course, but it would incur extra charges, on top of regular tuition, though scholarships are often available.

You may enroll in graduate level courses in other departments, if it would be appropriate to your program, but only with the permission of your supervisor and the DoGS. As a graduate student, you may also enroll in undergraduate courses, usually as an Audit student, if they fulfill a requirement of your program. This is most often done in the case of language courses, as UNB does not offer separate language instruction for graduate students. These courses are included in your annual tuition. The relevant Graduate Student Course Change Form is:

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https://www.unb.ca/gradstudies/assets/documents/graduate_student_course_change_2017.pdf.

Please complete this form, have it signed by the course instructor and DoGS, and submit it to Elizabeth Arnold, by the second week of the relevant semester.

C. 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.

D. MA Theses and Reports

An MA thesis is an original piece of work, based on substantial primary research and organized around a central argument. Theses range from 80 to 100 pages in length and must be thoroughly documented and cited. Theses may be organized in the following way:

- 1) Introduction
- 2) Chapter One: Historiography/literature review of the secondary literature
- 3) Chapter Two: Content Chapter, based largely on primary research
- 4) Chapter Three: Content Chapter, based largely on primary research
- 5) Conclusion

An MA Report is also an original piece of work, but is shorter in length (40-60 pages), and may depend more heavily on secondary sources.

E. MA Thesis and Report Defenses

MA defenses are exciting events in the life of our department. They are usually open to the department, the campus community, and the public. We normally hold in-person defenses in the Windsor Room, or virtually during the COVID-19 pandemic, and they last approximately 1.5-2.0 hours. The Examining Board for defenses is comprised of

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1. Supervisor
2. Internal Reader (from the History GAU)
3. External Reader (typically from a non-History GAU)
4. Chair (typically the Director of Graduate Studies)

MA defenses follow this format:

1. Welcome, introductions
2. The MA candidate gives a 15-20-minute presentation on their research and findings. They may also use a visual presentation, such as slides, but this is not required. We recommend that you practice the presentation in advance.
3. There will be two rounds of questions from the examining committee, in this order: supervisor, internal reader, external reader
4. The audience will then be invited to pose questions
5. The Chair will ask all attendees, except members of a Graduate Academic Unit, to exit the room during deliberations. We invite you to gather in the Carole Hines Common Room
6. The examining board discusses the report/thesis and the defense and reaches a series of decisions on their acceptability.
7. We bring the candidate back into the room to hear the decisions, complete paperwork, and most often, offer congratulations!

After a successful defense, the candidate completes all required revisions, and submits the report/thesis and all required paperwork to the School of Graduate Studies. They may also order bound copies.

3. Doctor of Philosophy (PhD)

A. Program Requirements

- HIST 6925 Thinking History (3ch)
- HIST 6935 Writing History (3ch)
- HIST 6945 Historical Research Methods and Practice (3ch)
- Graduate Seminar (3ch)
- Graduate Seminar (3ch)
- Three PhD Reading Fields (1 major, 2 minor)
- Language Requirement
- Professional/Teaching Apprenticeship (as determined by your supervisor and the DoGS)
- Residency Requirement of 24 months
- Doctoral Dissertation

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- A successful Dissertation Defense

We have designed this option so that it can be completed in four to five years of full-time study and should not exceed seven years. Each semester you must register in HIST 6998 PhD Thesis.

B. Coursework

All doctoral students must complete five graduate level courses (15 ch), including the three mandatory courses, HIST 6925: Thinking History, HIST 6935: Writing History, and HIST 6945 Historical Research Methods and Practices and normally within the first program year. If, as a PhD student, you have already completed the two mandatory courses, you are required to complete two other ‘content’ courses. You may repeat HIST 6935, with new written assignments, space permitting. All graduate seminars meet once a week, for three hours, are reading, research, discussion, and writing intensive. They are normally capped at 12 students. Depending on the teaching schedule, you may be able to complete one course requirement with a Field School / Travel Study course incur an extra charge, on top of regular tuition, though scholarships are often available.

You may enroll in graduate level courses in other departments, if appropriate for your program, but only with the permission of your supervisor and the DoGS. As a graduate student, you may also enroll in an undergraduate course, usually as an Audit student, if it fulfills a requirement of your program. This is most often done in the case of language courses, as UNB does not offer specialized language instruction for graduate students. These courses are included in your annual tuition. The relevant Graduate Student Course Change Form is:

https://www.unb.ca/gradstudies/assets/documents/graduate_student_course_change_2017.pdf.

Please complete this form, have it signed by the course instructor and DoGS, and submit it to Elizabeth Arnold, by the second week of the relevant semester.

C. Language Requirements

As a PhD student, you should arrive with language training relevant to your field. If you successfully completed a language requirement, course, or exam at the MA level (in the relevant language), you do not need to complete it again. However, you may enroll in additional language classes to supplement this training, in consultation with your supervisor and the DoGS.

D. PhD Reading Fields

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.

All PhD candidates will complete one major and two minor fields.

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 6-8 months. In that time, the student and field supervisor should meet several times.

The purpose of the major field is to instill a thorough knowledge of a broad field of study that can form the foundation of a 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.

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. In that time, the student and field supervisor should meet several times.

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 or Adjunct Professors (faculty from beyond History at UNBF & UNBSJ, 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 examples of specialized geographic minor fields may include, Modern Germany, Early Modern Britain, Modern France, etc.

One minor field may be completed in conjunction with one graduate seminar. In this case, the student would complete extra readings and a more fulsome 'capstone paper' at the conclusion of the course. The reading requirements should be the approximate equivalent of a standard minor reading field list. This option requires the permission of the seminar instructor, the student's supervisor, and the Director of Graduate Studies.

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Students in our program do not write comprehensive examinations. Instead, they may demonstrate knowledge of their fields through a reading list determined by the field supervisor, preparing annotated bibliographies of this list, writing several short and/or one major historiographical essay, or the equivalent (for example, a syllabus in the field may replace one of the short essays), as determined by their field supervisor in consultation with the DoGS.

At the conclusion of each field, we request supervisors submit a notice of completion to Elizabeth Arnold @ eliz@unb.ca so that we can make note of their completion. There is no grade awarded to reading fields.

E. PhD Professional/Teaching Apprenticeships

The professional application for a PhD in history is traditionally associated with higher education, but it has broad relevance in a number of fields, from obvious ones in museum and archives, to the less obvious ones, such as the civil service, non-profits, media, and the business world. The analytic skills we help you hone – to think about broader contexts, to weigh short-term change against long-term objectives, to think in terms of the systemic interaction of a wide range of human institutions – are relevant in a wide number of fields.

We will attempt to make professional apprenticeships available to all PhD students. You will be mentored in teaching methodologies professional relevant skills as part of your degree programs. As possible, we will also try to provide apprenticeship opportunities in digital humanities, archives, and museums. We would like all PhD students to have hands-on apprenticeships in one or more of the following:

1. A student may “shadow” a faculty member in the teaching of an undergraduate lecture course. This should involve consulting on course design, observing classroom teaching and management, delivering one or two lectures, assisting in classroom discussions, and some grading of student work. Students pursuing this option will be compensated with a GSTA appointment. Faculty supervisors should provide ample mentorship opportunities and should also be aware of contact limitations. Faculty mentors should provide the student with a letter of reference focused on teaching. This option may be taken in one’s second or third year in conjunction with a standard GSTA.
2. In their fourth year or later, a student may teach their own undergraduate course, in their broad area of research expertise. The student will be assigned a faculty mentor, who will be involved in preliminary course design, observe at least five classes, and who will be available for on-going consultation. Students pursuing this option will be compensated with a course stipend. This option may take place during a summer semester. Faculty mentors should provide the student with a letter of reference focused on teaching.

3. A student who intends to pursue a professional career outside of university teaching may complete a professional apprenticeship in a related field. This option may be completed in the summer months.

With all these apprenticeship opportunities, we will work to arrange compensation that is appropriate to the apprenticeship. Shadowing a faculty member in a course does not have the same time commitment or professional expectations as teaching one's own course.

We would like all PhD students to have at least one apprenticeship during their program. We will prioritize them based on departmental resources and where a student is in their program. PhD students with significant teaching experience elsewhere (such as several courses taught at the university level as the instructor) may have the teaching apprenticeship waived, but may arrange for another form of mentorship opportunity in consultation with the DoGS and their advisor.

F. PhD Dissertations and Defenses

PhD dissertations are original pieces of academic work, based on extensive primary and secondary research, and range from 250-400 pages in length. According to the School of Graduate Studies, the PhD dissertation

must demonstrate the candidate's competence to undertake independent research work. It must contribute significantly to knowledge in the candidate's field of study and must be of sufficient merit to suggest publication in an appropriate scholarly journal or other scholarly format. The dissertation must show that the candidate is fully aware of the pertinent published material, must be written in a satisfactory literary style, and must be free of typographical and other mechanical errors.

The dissertation must conform in all respects to the regulations governing their presentation as detailed in the [Thesis Formatting Guide](#).

When the PhD candidate and supervisor feel the dissertation is ready, it will be circulated to the internal committee for review and recommendations. After that stage, the dissertation will then be submitted to an Examining Board appointed by the Dean of Graduate Studies in consultation with the GAU.

Examining Board:

- Supervisor
- Examiner (from the History GAU)
- Examiner (from the History GAU)
- Examiner (from UNB but outside the History GAU)
- External Examiner (outside UNB)

Please see the document [Thesis Submission and Assessment Guide](#) for more details.

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The oral examination (PhD defense) will typically be open to members of the GAU, the university, and the public, and will chaired by a member of the SGS executive.

4. University of New Brunswick – University of Maine Graduate History Conference

The History graduate students of UNB and the University of Maine have alternated in hosting a joint academic conference since 1999. Typically, the conference takes place on a weekend (Friday evening to Sunday morning) in the Fall, and alternates between the campuses in Fredericton, New Brunswick and Orono, Maine. Graduate students act as conference organizers, paper presenters, and panel chairs. Both MA and PhD students are welcome to present their work and are encouraged to submit proposals in response to the Call for Papers, which typically goes out in the late Spring. The conference in 2020, which was to be hosted by UMaine, was cancelled because of Covid-19. We are hopeful that we can arrange for a conference in the Spring of 2022, with in-person and virtual options as determined by public health regulations at that time.

5. Tuition and Student Fees

Full-time and part-time graduate students pay tuition and fees for three semesters each year (this differs from undergraduate students). The full amounts, and deadlines for payment may be found at:

https://www.unb.ca/financialservices/_resources/pdf/student-accounts/tuition_fee_tables/fredericton_grad/new_tuition/fr_gr_research_full_new.pdf

and, for part-time students at:

https://www.unb.ca/financialservices/_resources/pdf/student-accounts/tuition_fee_tables/fredericton_grad/new_tuition/fr_gr_research_part_new.pdf

History students are classified as **Research Based**. Continuing graduate students are those who have completed a requisite number of terms in their degree program (6 full-time terms for an MA program, and 9 full-time terms for a PhD program) but whose studies are still in progress.

Please note, employment opportunities funded through the Dean's Office or the SGS, such as GSTAs, are generally only available to full-time students. Other employment opportunities, for example, work on a faculty member's research project, are at the discretion of the faculty member within the guidelines of granting agencies.

6. Funding Packages and Employment Opportunities

We endeavour to provide most of our full-time graduate students with funding toward their programs. In some cases, we provide partial funding to part-time students (typically in the form of a research assistantship with their advisor). Funding comes from many separate sources, which may include federal awards, university-level scholarships, department-level awards, Arts Assistantships, teaching or research assistantships. You will receive a letter in the early fall semester detailing the breakdown of your annual package. It is important to note that you will not receive funds as a lump payment – in most cases, they are distributed over several months. Please consult with Elizabeth Arnold on the annual distribution of your funding.

All full-time students will have opportunities to hold GSTA and/or GSRA positions during their programs, as part of annual funding packages and professional training. **Teaching Assistantships** are normally assigned in late August/early September, and are governed by a [Collective Agreement between the University and PSAC-UGSW](#) (Local 60550). Most TAships involve facilitating small group (tutorial) discussions, grading student work, and performing limited classroom management. Your duties will not exceed 520 hours/year, or 10 hours/week, and will be outlined on an [Appendix B1 form, as provided in](#) the Collective Agreement, and will be signed by your TA supervisor. **Research Assistantships** are assigned throughout the year. Most RAships involve conducting historical research for your RA supervisor – specific duties will be outlined in [An Appendix B2 form, as provided by the Collective Agreement, will outline your work must be signed by you and your RA supervisor. The work may not exceed 10 hours/week, with a cumulative total of 520 hours/year Senior PhD students may be engaged to teach on stipend and are then covered under the \[Collective agreement on Contract Academic Employees\]\(#\).](#)

7. Graduate Academic Unit (GAU)

The following faculty members make up the History Graduate Academic Unit (GAU) and may supervise reading fields, reports, theses, and dissertations. Those designated as Adjunct Professor, Honorary Research Associate (HRA), or Emeritus may co-supervise reports, theses, and dissertations, sit on examining boards and committees and supervise reading fields. You can find additional information on their individual university websites, and in some cases, at:

<https://www.unb.ca/fredericton/arts/departments/history/about/research.html>

Please include the DoGS and your primary supervisor in any initial correspondence with these faculty members.

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Michael Boudreau: Modern Canada and New Brunswick, crime, justice and criminology (Adjunct – St Thomas University)

Cindy Brown: Modern Europe and Italy, war and society, violence

Jeffrey Brown: Modern United States, transatlantic modernism/modernity, American therapeutics

Wendy Churchill: Early Modern Britain and Atlantic World, social history of medicine, women and gender

Sarah-Jane Corke: Modern United States, diplomacy and foreign relations, history of intelligence services

Bradley Cross: Modern United States, material culture (Adjunct - St. Thomas University)

Stephen Dutcher: Canadian and American History, Indigenous peoples, popular culture (UNBF Adjunct)

Cheryl Fury: Early Modern Europe, Tudor-Stuart England, social history of the navy, women & gender, the Holocaust, and Fascism

Catherine Gidney: Modern Canada, education, religion, leisure and youth culture, women, gender and sexuality (Adjunct - St. Thomas University)

Bonnie Huskins: Early Modern North America and Atlantic World, Loyalist studies, Atlantic Canada (Adjunct – UNBF)

Gregory Kennedy: Early Modern North America, Acadian History (Adjunct - Université de Moncton)

Sean Kennedy: Modern Europe and France, fascism, imperialism, diplomacy and foreign relations, policing in the First World War

Jeremy Hayhoe: Early Modern Europe and France; rural History (Adjunct - Université de Moncton)

Ross Hebb: History of Religion, New Brunswick, First World War (HRA - St. Peter's Anglican Parish)

Stefanie Hunt-Kennedy: Caribbean and the Atlantic World, slavery and emancipation, disability history, African diaspora, histories of race and racism

Jane Jenkins: Modern Canada and New Brunswick, science and technology studies, health and medicine (Adjunct - St. Thomas University)

Hannah Lane: Atlantic Canada, religion (Adjunct - Mount Allison University)

Elizabeth Mancke: Canada Research Chair in Atlantic Canada Studies, imperialism, law-making in pre-Confederation British North America

Gregory Marquis: Atlantic Canada, law and society, crime and policing, alcohol, drugs and tobacco

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Erin Morton: North America; art history; visual and material culture studies; cultural history and cultural studies; critical cultural theory (feminist, Marxian, and de-/anti-/post-colonial)

Sasha Mullally: Modern Canada, social history of medicine and health

Janet Mullin: Early Modern Britain, histories of leisure, gambling, drinking (Adjunct – UNBF)

William Parenteau: Atlantic Canada, environmental history, Canadian-American relations, histories of sport and leisure (Emeritus – UNBF)

Richard Raiswell: Early Modern Europe, religion, witchcraft and demonology (Adjunct - University of Prince Edward Island)

John Reid: Atlantic Canada, imperialism, history of sport (Adjunct - St. Mary's University)

Karen Robert: Modern Latin America and Argentina, gender and sexuality (Adjunct - St. Thomas University)

Lisa Todd: Modern Europe and Germany, gender and sexuality, war and society, imperialism, genocide

Julia Torrie: Modern Europe and Germany, war and society, military occupations, food history, Nazi Germany (Adjunct - St. Thomas University)

Angela Tozer: Canada, Britain, and Atlantic World; colonialisms, diaspora; politics, resistance, and culture; oral history/digital storytelling; environmental history; Indigenous history; ethnicity, race, and nationalism

Robin Vose: Early Modern Europe, religion, colonialism (Adjunct - St. Thomas University)

Gary Waite: Early Modern Europe and Netherlands, religion, witchcraft and the devil, Reformation, popular culture

Carey Watt: Modern Southeast Asia and India, imperialism, World History (Adjunct - St. Thomas University)

Lee Windsor: Modern Canada, war and society, military history, Canadian Armed Forces in the Second World War

Robert Whitney: Modern Caribbean and Latin America, Cuba, workers' rights

Don Wright: Modern Canada, politics and government, biography, historiography

8. Important School of Graduate Studies Dates, 2021-2022

Please see the complete list at: https://www.unb.ca/gradstudies/_assets/documents/calendar-academic-dates-2021-22_dr.pdf

Fall

- September 1 Deadline to apply online to graduate at Fall Convocation 2021
- September 22 Last day to make fee-payment arrangements with the SGS
- October 29 Students completing their degree requirements (including the defense and submission of final copies of the thesis, report, or dissertation) will be eligible for half term tuition fees for the fall term.
- November 8-12 Fall Term Reading Week
- December 30 Fall term deadline for students to complete their degree requirements (including the defense and submission of final copies of the thesis, report, or dissertation)

Winter

- January 26 Last day to make fee-payment arrangements with the SGS
- March 1 Deadline to apply online to graduate at May Encaenia 2022
- March 7-11 Winter Term Reading Week
- March 31 Last day for students to complete their degree requirements (including the defense and submission of final copies of the thesis, report, or dissertation), to graduate at May Encaenia/Spring Convocation 2022
- April 29 Winter term deadline for students to complete their degree requirements (including the defense and submission of final copies of the thesis, report, or dissertation)

9. Suggested Timelines for Completion

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A. Thesis-Based MA

Year 1 Fall Term	Year 1 Winter Term	Year 1 Summer Term
<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 thesis proposal for your advisor • Apply for Michael Smith travel supplement if you are already a SSHRC holder • Attend the UNB-UMaine Graduate History Student Conference • Begin preliminary secondary reading list for your thesis 	<ul style="list-style-type: none"> • Complete 2 graduate courses • Meet with your advisor weekly or bi-weekly (or as necessary) • Complete thesis proposal for your advisor • Continue secondary reading list 	<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
Year 2 Fall Term	Year 2 Winter Term	Year 2 Summer Term
<ul style="list-style-type: none"> • Finalize primary research collection and begin drafting chapters, in consultation with your advisor 	<ul style="list-style-type: none"> • Finalize writing the thesis, with remaining content chapters, introduction, and conclusion • Prepare thesis for committee 	<p>Deadlines:</p> <ul style="list-style-type: none"> • Consult the updated SGS dates for completion. http://www.unb.ca/gradstudies/current/resources/important-dates.html • Submit the completed thesis to your supervisor one month in advance of the completion dates.

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<ul style="list-style-type: none"> • Try to complete 1-2 chapters of writing this term • Apply for SSHRC, if you are eligible • Attend the UNB-UMaine Graduate History Student Conference 	<p>submission according to SGS guidelines</p>	
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B. Report-Based MA

Fall Term	Winter Term	Summer Term
<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 proposal for your advisor • Apply for Michael Smith travel supplement if you are already a SSHRC holder • Attend the UNB-UMaine Graduate History Student Conference 	<ul style="list-style-type: none"> • Complete 2 or 3 graduate courses • Meet with your advisor weekly or bi-weekly • Complete report proposal for your advisor • Continue secondary reading list & begin primary research (if applicable) 	<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 • Consult the updated SGS dates for completion dates. http://www.unb.ca/gradstudies/current/resources/important-dates.html • Submit the completed report to your supervisor one month in advance of the completion dates.

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<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 		
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C. PhD

Year 1 Fall Term	Year 1 Winter Term	Year 1 Summer Term
<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 • Apply for Michael Smith travel supplement if you are already a SSHRC holder 	<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 	<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.

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<ul style="list-style-type: none"> • Attend the UNB-UMaine Graduate History Student Conference • Assemble preliminary field exam reading lists, and begin reading for your fields as complementary to your course work 	<p>fields as complementary to your course work</p> <ul style="list-style-type: none"> • 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"> • 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.
Year 2 Fall Term	Year 2 Winter Term	Year 2 Summer Term
<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 	<ul style="list-style-type: none"> • 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 your 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

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<ul style="list-style-type: none"> Finalize assembling and reading secondary materials for your historiography chapter 		<p>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.</p> <ul style="list-style-type: none"> 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.
Year 3 Fall Term	Year 3 Winter Term	Year 3 Summer Term
<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.
Years 4-5 Fall Term	Years 4-5 Winter Term	Years 4-5 Summer Term
<ul style="list-style-type: none"> Follow the timelines agreed upon with your advisor and committee for writing and revising intro, historiography, and conclusion. 	<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 	<ul style="list-style-type: none"> Consult the updated SGS dates for completion dates. http://www.unb.ca/gradstudies/current/resources/important-dates.html Consult with the DoGS and your supervisor about appropriate completion dates

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<ul style="list-style-type: none">• You should aim to have a full draft for your committee by the end of this term	doctoral defenses, including the contacting of external readers	
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