

Department of Foreign Languages & Literatures
Graduate Program (effective 4-10-03)

The University of North Texas Department of Foreign Languages and Literatures offers the M.A. Degree, and supporting work for the doctoral degree, in French and in Spanish. A minor for the M.A. is also offered in German and Latin.

A. 1. University rules

The student should be familiar with the university guidelines as described in the current Graduate Catalog.

2. Admission

Admission to the Graduate School is required before a student enrolls in courses for the M.A. Degree. Potential students who encounter difficulty when applying for graduate admission should contact the Department Chair, who will attempt to assist them.

3. Prerequisites

The student should have completed at least twelve (12) semester hours of advanced undergraduate work in the language as a major or minor.

4. Graduate Record Examination

Applicants for admission into the graduate program in French or in Spanish should take the aptitude tests of the Graduate Record Examination in the final semester of their senior year or schedule it as soon as possible after initial registration. (Current requirements are a score of 418 on the verbal section and 415 on the quantitative section.)

Note: Not taking the GRE within the first semester of graduate study may result in the Graduate School invalidating courses taken.

5. Second Language

The student is expected to have a reading knowledge of one foreign language other than the one in which he/she majors. Students having an undergraduate major or minor in another foreign language automatically fulfill this requirement. The student who has not otherwise fulfilled this requirement may do so in either one of two ways (prior to graduating with their M.A.):

- a. Take 1-4 semesters of a foreign language with at least a "B" at the 2050 level.
- b. Pass the University of North Texas Reading Exam.

B. 1. Two options The student has the option of the following programs for the M.A. Degree:

- a. Thirty-six (36) semester hours, including six (6) hours of thesis. At least twentyfour (24) hours of course work must be completed in the major. Upon approval by the Department, a minor of six (6) hours is permitted.
- b. Thirty-six (36) hours of course work, without thesis. At least thirty (30) hours must be earned in the major. Upon approval by the Department, a minor of six (6) hours is permitted.

Option "a" is recommended for the student who intends to continue studies towards the doctoral degree.

Option "b" is recommended for the potential language teacher.

(The graduate advisor should be consulted as to choice of degree plan.)

2. Advice

In consultation with the graduate advisor, the student should choose, before or at the time of filing the degree plan (after completing 12 hours), a major and minor professor, with an additional professor to serve as the student's advisory committee. In addition, the student should meet with the major professor at least once a semester (November and April) about the course of study best suited to meet the student's needs. This committee, in consultation with the faculty specialist in each field, determines the student's comprehensive exam result as well as serves as the readers of the student's thesis, is chosen.

3. Course levels

All graduate courses in French and Spanish should be at the 5000 level.

4. Comprehensive examination

The student majoring in French or Spanish must take a comprehensive examination in his/her major field. The student will schedule the examination with his/her major professor.

The student should note pertinent information in the Appendix concerning the comprehensive examinations.

a. Language use

One essay on each section of the French and Spanish examinations must be written in the target language. Dictionaries may not be used by degree candidates when taking the comprehensive examinations.

b. Administration of comprehensive examination

The examination will be given within a three-consecutive-day time period and will be carefully supervised.

c. Scheduling of comprehensive examination

The examination will be given four times a year:

1. During registration week of each long semester
2. During the first full week of October and the first full week of March

d. Evaluation

The examinations are circulated among the faculty members of the student's advisory committee and a consensus established as to whether the student passes or fails each section. If the examinee fails one (1) or more parts comprising the examination, only those parts failed must be repeated.

The M.A. candidate may retake those failed parts during any of the regularly scheduled examination periods.

***All parts of the exam must be passed within no more than three sittings**

e. Oral examination

After deeming the student's written exam satisfactory, the student's advisory committee will conduct an oral exam. Questions on this will be from 2 places:

1. Follow-up questions from the student's written responses
2. Questions pertaining to the reading list. Questions may be in the target language and/or English.

5. Degree plan

A degree plan must be filed with the Dean of the Graduate School. Upon completion of 12 graduate credits, the student meets with the French or Spanish graduate advisor to fill out the degree plan.

6. Candidacy

To qualify for candidacy, the student must have completed the following work:

- a. fulfilled the requirement for a second foreign language
- b. earned satisfactory scores on the GRE
- c. passed the comprehensive examination
- d. completed all course work in the language major with at least a "B" average in all work in the Department of Foreign Languages & Literatures
- e. filed a degree plan
- f. satisfied all university requirements

7. Thesis Topic

A student choosing the thesis option plan should file an "application for approval of thesis topic" that is available in the departmental office. The application must be approved by the Graduate Affairs Committee. Only with such approval may the student enroll in the thesis course, 5950.

All portions of the M.A. comprehensive Examinations must be passed before a student may apply for approval of his/her M.A. thesis topic. Thesis topics must be approved by the UNT IRB (Institutional Review Board) prior to GAC approval when IRB approval is required.

8. Thesis Course

The student must maintain continuous enrollment in 5950 until the thesis has been completed and submitted to the graduate dean. Only one enrollment in 5950 is required during the summer session (in either term).

9. Thesis

The University of North Texas thesis manual is available on-line.

The Graduate Dean can provide the student with detailed explanations of procedures for filing thesis and for applying for graduation. The student should secure a copy of this information before beginning to write the thesis. When near completion of the thesis, the student should be aware of the deadline set by the Graduate School for filing of the thesis. The major professor and the two additional readers should be given sufficient time to read the final draft of the thesis. This will permit ample time for any changes and revisions to be made by the student in order to have the thesis submitted to the Graduate School. The Dean of the Graduate School may return the thesis to the student on order that additional changes or corrections may be made. The final corrected copy must be resubmitted to the Graduate School by the last day of the semester in which the candidate expects to be graduated.

With the approval of the Chair of the Department, an M.A. thesis may be written in the foreign language (French or Spanish) of the student's field of graduate study.

10. Financial Aid

- a. The current Graduate Catalog indicates scholarships and financial aid programs that are available to the student.
- b. The Department of Foreign Languages and Literatures offers graduate assistantships to qualified graduate students.
- c. A limited number of positions as teaching assistants, research assistants, tutors, laboratory assistants and secretaries are available in the Department.

11. Teaching Fellows/Assistants

Teaching Assistants and Teaching Fellows of 1000 level courses will be required to meet regularly with the program Coordinator to ensure proper implementation of program instructional goals and requirements. These meetings will include, but are not limited to, training in foreign language pedagogy, lesson planning, evaluation procedures, etc. Furthermore, Adjuncts and Instructors who receive a 1010 or a 1020 teaching assignment are encouraged to attend these coordination meetings. All teaching staff of 1000 level courses will abide by the policies established by the Coordinator. Lastly, it is understood that TA' s and TF' s will take the Methods course (5150) as soon as it is offered.

Appendix A

A. Comprehensive Examinations

1. A book list is available in the office of the Graduate Advisor so as to aid the student in preparing for the examination.
2. Three (3) hours are allotted for each section of the examination.
3. No materials or technological aids may be used during the examination.
4. The student will be informed by letter as to whether the grade is Pass or Fail.
5. The departmental Graduate Affairs Committee will handle all appeals regarding a failing grade.

a. Format

The M.A. comprehensive examination will consist of the following five (5) segments:

SPANISH

Culture/Civilization

Language and Language Acquisition

Three (3) literary periods

(one (1) Latin American, one (1) Peninsular, and one (1) additional literature)

Requirements:

Students must take a minimum of one (1) course in Culture/Civilization, plus one (1) course in Linguistics, plus three (3) courses from three (3) different literary periods (one (1) course in Latin American literature, one (1) course in Peninsular literature, and one (1) additional course in literature). The remaining hours may be taken from any **departmental** graduate offerings.

FRENCH

Culture/Civilization

Second Language Acquisition

Three (3) literary periods (centuries), or genres

(novel, poetry, short story, etc.), or special topic (detective, autobiography, etc.)

Requirements:

Students must take a minimum of three (3) courses from three (3) different literary periods, genres or topics (genre courses/exams must cover at least two (2) centuries), one (1) course in Culture/Civilization, one (1) course in Applied French Linguistics, plus the (1) course in French Structures & Stylistics, and the one (1) course in Theory and Analysis of Literary texts.

The remaining hours may be taken from any departmental graduate offerings. Only six (6) graduate credits may be taken as special problems and/or correspondence courses. In addition, students may transfer up to six (6) graduate credits in French through summer study at a French institution participating in the French Coop program.

Appendix B

- A. Policies and Procedures for Termination or Removal of the Student from the Graduate Program
1. In order to continue in the program the student must make "B" or better in all courses dealing exclusively with language and/or linguistics.
 2. All grades of "I" must be removed within one year after the "I" is requested by the student.
 3. Each graduate student's file will be reviewed towards the end of each spring semester by the Graduate Affairs Committee. The student will then be informed by letter as to his/her progress.
 4. An oral defense of the thesis is required before the student's advisory committee.

Appendix C

A. Fellowships and Assistantships

1. Submit an application by February 15 since there may be a waiting list.
2. Application should include a 5 minute recording of the language to be taught to check for pronunciation and/or fluency. The topic should be a brief autobiography, followed by a reading passage which will be the applicant's choice. Applicants should be available for an interview (phone/on-campus) by one or more of the faculty in the language to be taught.
3. Shortly after the February 15 application deadline, faculty members in French and Spanish will review all applications and make recommendations concerning each. Then, the Chair and Language Coordinators of French and Spanish will meet to allocate the number of assistantships in each language and offer contracts to selected applicants based on faculty recommendations, the needs of each section and the departmental part-time budget.
4. Renewal of TA/TF assignments will be contingent upon in-house evaluation (occurring each

spring) of each student regarding graduate course work, teaching evaluations and classroom observations. While renewal is normally for a two-year period, under extenuating circumstances (and provided the student is taking at least six graduate hours in the department) renewal may be granted on a semester-to-semester basis, up to a third year.

5. Under all circumstances, a person awarded a fellowship or assistantship must enroll in nine (9) graduate hours every semester. With prior approval from the departmental graduate advisor, a student may take one course outside the department toward a minor (for a total of two courses maximum in the degree program).

Appendix D

A. French Summer Institute

Students who have completed a minimum of 15 graduate hours in French during the French Summer Institute have the following options:

1. There is no second language requirement, although proficiency in another language is recommended.
2. The course on Theory and Analysis of Literary Texts is not required.
3. An examination in advanced French language (grammar and phonetics) may be substituted for the third comprehensive examination in literature.
4. Comprehensive examinations may be taken during the French Summer Institute.