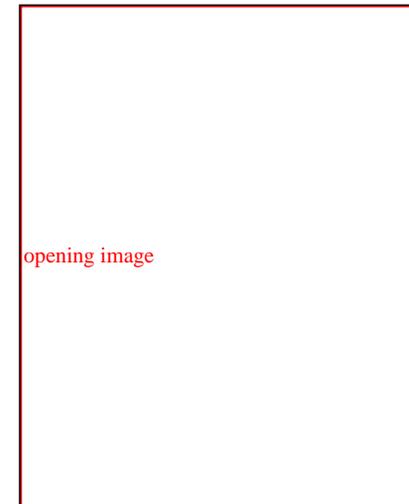


English Graduate

Newsletter



Noelle Brada-Williams, M.A. Advisor

Office: FO 110
Phone: (408) 924-4439
Email: awilli@email.sjsu.edu

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Noelle Brada-Williams, M.A. Advisor
Alan Soldofsky, Director of Creative Writing

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SPRING OFFICE HOURS

MA students will find Professor Brada-Williams in her office this semester Mondays 2:00 – 4:00 pm and Wednesdays 3:30-5:00 pm, as well as on other days by appointment. Phone: 924-4439; email: awilli@email.sjsu.edu . Please feel free to call or to stop by her office at FO 110. MFA students should consult Professor Soldofsky in FO 106, Hours TWR 2:00 – 3:45 pm. Phone: 924-4432, email: soldofsk@email.sjsu.edu.

THE MA IN ENGLISH: A GUIDE FOR STUDENTS

The latest version of "The MA in English: A Guide for Students," a six-page brochure is available in the rack outside the English office. The Guide answers most questions about the program. It is also available at <http://www.sjsu.edu/depts/english/faq.htm>

PROGRAM APPROVAL DEADLINE: AUGUST AND DECEMBER GRADUATES

If you are planning to graduate in August or December of 2007, and you have not filed your approved program (i.e. been formally advanced to candidacy) you should see your advisor **immediately**. Remember, you need to file your program nearly **two** semesters before you plan to graduate. (The best policy is to file your program one full year before graduation. It is always possible to file revisions to the list of courses you plan to complete.) Find the "Departmental Request for Candidacy" form at <http://www.sjsu.edu/gradstudies/Current/Forms.html>. The university deadline is February 15 for August graduates.

MA COMPREHENSIVE EXAMS

Part I (pre-1800) of the departmental MA exam will be given on **Saturday, April 7**; Part II (the post-1800 section) on **Saturday, April 14**. Time and place for both exams is **9:00 AM to Noon** in **FO 104**. Bring to the exam a supply of **pens** (*not pencils*) and **unmarked** large bluebooks. Your bluebooks will be identified by number only. Please let Professor Brada-Williams know by **March 9** if you plan to take either or both parts.

MFA COMPREHENSIVE EXAM

The MFA Comprehensive Exam will be distributed on **Friday, April 6, at 9:00 AM** and is due on **Monday, April 9, at Noon**.

MA & MFA FOREIGN LANGUAGE EXAMS

Students wishing to satisfy the foreign language requirement in French, German, or Spanish, may take an examination offered in the Foreign Language Department. Please contact:

<u>Examiner</u>	<u>email</u>	<u>phone</u>
Professor Trudeau (French):	trudeau@sjsu.edu	924-4594
Professor Sabalius (German):	sabalius@email.sjsu.edu	924-4616
Professor		
Sempere-Martinez (Spanish):	jsempere@email.sjsu.edu	924-4592

Evidence of a first-language literacy other than English also satisfies the requirement. For answers to questions about this requirement, or to satisfy this requirement in a language other than French, German, or Spanish, please contact **Professors Brada-Williams** or **Soldofsky**.

TEACHING ASSOCIATE POSITIONS FOR 2007-08

Applicants for Teaching Associate and Graduate Assistant positions must be eligible for admission to the graduate program. Applicants with little or no teaching experience may be assigned as Graduate Assistants for a semester or for a year. They will assist faculty teaching composition courses or large sections of literature courses, or sometimes other duties. Applicants who have served as Graduate Assistants or who have otherwise acquired the necessary experience may be assigned as Teaching Associates. They will teach one or two sections of composition under the guidance of the T.A. supervisor. Graduate Assistants can expect to work an average of 10 hours per week and earn about \$2000 per semester. Teaching Associates will earn about \$5700 per semester for teaching two composition courses and will receive fee waivers during the semester in which they teach. The waiver covers mandatory campus miscellaneous fees and mandatory state university fees at the California-resident tuition level. Those teaching one course will have fees waived at the “graduate 1.0 to 6.0 units” rate; those teaching two courses will have fees waived at the “graduate 6.1 or more units” rate.

To apply, write to **Professor Brada-Williams** and submit a résumé, a cover letter which includes your reasons for applying, and two letters of reference from faculty in the department. If you are currently applying for admittance to the program in the Fall, you may use letters from people outside SJSU, preferably faculty who know your undergraduate work or who have supervised you in some kind of employment related to education. Also include your undergraduate GPA in English and a list of any English graduate courses you have taken with the grade you earned in each. All materials should be sent directly to Professor Brada-Williams. **The deadline for applications is April 2nd.**

GRADUATE STUDENT CONFERENCES

Conferences represent an excellent opportunity to get your work before a larger audience and to begin to participate actively in the scholarly community. Announcements for conferences can be found on the Graduate Bulletin Board and on the engrgrad listserv. Also check <http://cfp.english.upenn.edu/> for national and international calls for papers for both conferences and publications. This site even has a specific category for graduate student conferences. Check the submission dates and keep these in mind as you write your seminar papers.

DEADLINE FOR MA AND MFA THESIS PROPOSALS

Thesis proposals must come to the Graduate Committee in the semester preceding the semester in which you will enroll for English 299. If you plan to write your thesis in the **Fall 2007** term, you must get your proposal to the Graduate Committee by **April 2nd**. But there is no reason to wait until the deadline, and there is every reason to get an early start. Before you can present your proposal to the committee, you must 1) see your program coordinator to get a copy of the program’s guidelines for developing proposals, 2) find a faculty member who will direct your work, 3) develop your proposal in consultation with that faculty member, and 4) show your program coordinator a draft of your proposal and coversheet that has been approved by your director. (MFA students should also propose the names of second and third readers.) Only after you have done all this will you be ready to submit seven copies of your proposal to the committee. All this must be done *before* the deadline. Also note: the committee will be selective in deciding who will be permitted to write an MA thesis, with preference given to students with particularly strong academic records and to proposals that have been carefully prepared. Those planning to write theses in the **Spring 2008 term** will need to get proposals to the committee by **October 29th**.

DEADLINE FOR COMPLETING THESES

English department policy requires that every thesis must be approved by the thesis director, revised according to the director's instructions, and placed in the hands of the second and third readers in plenty of time to meet the Graduate Studies deadline for submission of theses. In Spring 2007 the department expects the revised thesis will be in the hands of the second and third readers by **March 5th**. Readers need time to consider your work and you need time to revise it according to their suggestions. Ideally, you should be working closely with the second reader well before this date. Even if you meet the March 5th deadline, required revisions may still be so extensive that they cannot be completed in time to meet the university deadline (**April 5th**). *Start early.*

CONDITIONALLY CLASSIFIED GRADUATE STUDENTS

Conditionally classified students must complete required undergraduate course work before enrolling in graduate seminars. A list of upper-division literature courses approved for conditionally classified students is available in the rack outside the English department and posted on the Department website. When you are eligible for classified status, the change is not automatic; see your advisor to file the necessary form (found at <http://www.sjsu.edu/gradstudies/Current/Forms.html>).

APPROVED COURSES FOR THE ENGLISH MA

Except for undergraduate courses you have to take if you are a conditionally classified student, most graduate work will consist in 200-numbered English classes. Courses taken outside the department will not count except in unusual circumstances. Get prior approval from your advisor before you take such courses. A limited number of upper-division undergraduate English courses can count towards the MA but you must secure the cooperation of the instructor and notify the graduate advisor of your plans. Again, get approval in advance.

ENGLISH GRADUATE GROUP

English MA and MFA students will be arranging study groups, readings and other events. If you are interested in serving as an officer or working on events, contact [Professors Brada-Williams](#).

PHD APPLICATIONS

The department would very much like to know about students applying to PhD programs and their success. Please let us know where you are applying and how things are working out. For those of you graduating this May, stopping by the coordinator's office for an informal "exit" interview should be considered a necessary part of your preparations for graduation.

GRADUATE BULLETIN BOARD AND OTHER INFORMATIONAL RESOURCES

Important dates and other useful information will be posted on the English Graduate Student list serve (Enggrad; see below) and the English Department website <http://www.sjsu.edu/depts/english>. The SJSU Graduate Studies Office website publishes key forms, deadlines, rules, and information for graduate students at <http://www.sjsu.edu/gradstudies>. To join the English Department's general listserv, send an email message to: listproc@listproc.sjsu.edu and in the body of the text, type this: SUBSCRIBE EngDept [your first name] [your last name]. Also check the English Graduate Bulletin Board in the first-floor hall of the Faculty Office Building for information we receive about conferences and programs for graduate students.

Official Graduate Program Announcements: To receive official notices from the Graduate Program about events, calls for papers and various fellowships, join the ENGGRAD list by sending an email message to: listproc@listproc.sjsu.edu and in the body of the text type this: SUBSCRIBE EngGrad [your first name] [your last name].

English Society Group & Lounge: To receive information about student-run activities via email, join the English Society's listserv. Sign up outside the English Society Lounge (FO 113) to be added to the Yahoo Group. Feel free to visit the Lounge at your leisure.

Graduate Student Organization: Students have also formed a graduate student-specific group, English Graduate Organization, which is available as a Yahoo Group listserv. To join, simply enter your email address below:

Subscribe to SJSUEnglishGradOrg

Powered by groups.yahoo.com

SOME IMPORTANT DATES

2007

- Feb. 6:** Deadline for May graduates to submit MA or MFA thesis to thesis director.
- Feb. 15:** Deadline for May 2007 graduates to file or reactivate application for graduation at the Graduate Studies Office.
- Feb. 15:** Deadline for August 2007 graduates to submit approved official programs (Request for Candidacy) to Graduate Studies. See your advisor.
- March 2:** Deadline for May graduates to submit MA or MFA thesis to second and third readers.
- March 9:** Deadline to sign up to take the April 2007 MA and MFA Comprehensive Exams.
- April 2:** TA and GA applications for Fall 2007 due.
- April 2:** Approximate deadline for December 2007 graduates to submit approved official programs (Request for Candidacy) to Graduate Studies. See your advisor.
- April 2:** Deadline to submit thesis proposals (for fall 299 credits) to Grad. Committee.
- April 5:** Deadline for May graduates to submit approved thesis to Graduate Studies.
- April 6:** MFA Comprehensive Exam distributed (9:00 am).
- April 7:** MA Comprehensive Exam, Part 1, 9-12, FO 104
- April 9:** MFA Comprehensive Exam due (5:00 pm).
- April 14:** MA Comprehensive Exam, Part 2, 9-12, FO 104
- June 9:** Deadline for August 2007 graduates to file or reactivate application for graduation at the Graduate Studies Office.
- June 6:** Last day to for May graduates to submit MA and MFA theses copies for binding.
- July 7:** Last day for August graduates to submit approved theses to Graduate Studies.
- Sept. 1:** Last day for August graduates to submit MA and MFA thesis copies for binding.
- Oct. 30:** Deadline to submit thesis proposals for Spring 2008 299 credits to Grad Committee.

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This page created & maintained by
Katherine D. Harris and **Scott Rice**
Department of English & Comparative Literature
San Jose State University
Last updated Thursday, April 19, 2007