



Women's Studies

University of Michigan
Women's Studies Program

2009-2010 Joint PhD Programs' Student Handbook

Women's Studies and English
Women's Studies and History
Women's Studies and Psychology
Women's Studies and Sociology

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Introduction

This handbook contains information about requirements, policies and procedures, and funding opportunities for the four doctoral degrees offered by the Women's Studies Program:

English and Women's Studies
History and Women's Studies
Psychology and Women's Studies
Sociology and Women's Studies

Please take the time to read with care the materials on your program. Consult the Director of Graduate Studies in Women's Studies or your advisor about anything you might not understand.

Reread the materials as questions arise.

Please also consult the following:

- Your department handbook
- Rackham Graduate School Academic Policies
- How to Get the Mentoring You Want:
A Guide for Graduate Students at a Diverse University

Rackham publications available at website:
http://www.rackham.umich.edu/student_life/publications/

Historical Overview

History of Women's Studies graduate program

- 1982** Women's Studies Certificate (18 credits) established
- 1994** English and Psychology joint PhD programs established
- 1995** Institute for Research on Women and Gender (IRWG) established, including Community of Scholars Program for graduate students
- 1996** WS Certificate reduced from 18 to 15 credits
- 1998** First Graduate Chair in Women's Studies
- 1998** Abigail Stewart, Anne Herrmann, Sidonie Smith, "The Joint Doctoral Program at the University of Michigan" Feminist Studies 24:2 (summer 1998)
- 1999** History joint PhD program established
- 2001** WS 501 (proseminar for first year joint PhD students) created
- 2004** Sociology joint PhD program established

Women's Studies Graduate Chairs

- 1998-99** Domna Stanton (Romance Languages)
- 1999-00** Suzanne Raitt (English)
- 2000-01** Domna Stanton (Romance Languages)
- 2001-03** Peggy McCracken (Romance Languages)
- 2003-06** Anne Herrmann (English)
- 2006-09** Deborah Keller-Cohen (Linguistics)
- 2009-** Adela Pinch (English)

Doctoral Programs Committee

The Doctoral Programs Committee (DPC) handles all administrative and policy matters pertaining to the joint PhD programs.

The DPC:

- oversees the admissions process
- makes and coordinates funding decisions
- decides on curricular and policy changes
- tracks student progress

The committee is chaired by the Director of Graduate Studies and consists of a liaison faculty member from each participating department. In most cases, the liaison will be a faculty member with a joint appointment in Women's Studies and the department.

Faculty liaisons for 2009-2010:

WS and English: Sandra Gunning
WS and History: Tomi Tonomura
WS and Psychology: Lilia Cortina
WS and Sociology: Karin Martin

Advising

The Women's Studies Director of Graduate Studies is the primary advisor for **first-year** Joint PhD students. It is recommended that first-year students consult with the Graduate Director at least once a term. The DPC liaison is considered a secondary advisor for **first-year** students. This person is familiar with both sets of requirements and should also be helpful in constructing a joint program.

In **English** students choose an advisor their first year. The English 520 (Introduction to Graduate Studies) instructor is also considered to be an English advisor. In **History** a student is assigned an advisor in the student's field. **Second and third year** students in both departments are generally advised by their preliminary exam chairs.

Psychology students will work with their PSYCH 619 advisor. If the 619 advisor does not have an appointment in WS, joint students may seek out someone who holds a joint appointment in WS and Psychology as their joint program advisor and WS mentor. In their second and third years, WS and Psychology students will continue to be advised by their 619 advisors and/or their joint program advisor, as well as the faculty liaison.

In **Sociology**, students are assigned an advisor who is joint with Women's Studies and Sociology, from year one until the student decides on a second prelim area (WS891) or dissertation topic.

All **fourth and fifth year** students will be advised by their dissertation chairs. In all years, the WS Graduate Director continues to be an important resource.

Course Requirements for the PhD Programs

The four joint doctoral programs in Women's Studies all have the same basic Women's Studies course requirements.

Additional requirements are stipulated by each department.

Required Courses in Women's Studies

1. WS 501: Proseminar in Women's Studies (1 credit)
This course introduces students to graduate study in the Joint Women's Studies PhD program. It is intended to give new students a place to form community, to meet Women's Studies faculty, to think about Women's Studies as a discipline and the nature of interdisciplinary study, and to begin to discuss professional issues.

Core Courses

2. WS 530: Feminist Theory (3 credits)
This course provides an interdisciplinary exploration of various schools of feminist thought. It examines ways in which feminist scholars across the disciplines have theorized power and difference with regard to gender, race, sexuality, class and nation. It also explores the relationship of particular theories to both the production of knowledge and political practice.
3. One of the following courses (3 credits)
WS 601: Approaches to Feminist Scholarship in the Humanities
WS 602: Approaches to Feminist Scholarship in the Social Sciences
WS 603: Approaches to Feminist Scholarship on Women of Color
WS 606: Refugees of a World on Fire: Women of Color & Transnational Feminisms

These courses are designed to examine various methodological issues in feminist scholarship in relation to paradigms developed by the disciplines. Students in English and History will generally take WS 601, WS 603 or WS 606; students in Psychology and Sociology will generally take WS 602, WS 603 or WS 606.
4. WS 891: Advanced Research [Psychology & History, 3 credits; Sociology & English, 3 (if completed over one term) or 6 credits (if completed over two terms; i.e. 3 credits twice)]

The 891 project and its discussion at an oral exam serve as the preliminary examination in Women's Studies. Students work closely with a faculty member (in the context of a committee) on an interdisciplinary research project. The 891 is meant to provide a bridge between coursework and work on the dissertation; it is also meant to integrate knowledge and methods acquired from both Women's Studies and the discipline.

Students enroll in this class by registering under a faculty member's INDI (individual instruction) number.

Please consult the 891 examination procedures described under each program.

5. Additional coursework: 9 credit hours

Joint students take **nine hours** (typically three courses) of graduate coursework in addition to their three core courses.

These are chosen from among Women's Studies offerings and courses cross-listed with Women's Studies and other departments. Courses cross-listed with your own department may be used to fulfill this requirement.

At least one of the additional courses must be an interdisciplinary course and must include substantial coverage of theoretical issues. Students are also encouraged to include among these courses that focus on sexuality studies and global feminisms.

Cognate Requirements

The **Rackham cognate requirement** is automatically fulfilled by students enrolled in Women's Studies joint PhD programs.

Foreign Language Requirements

English and Women's Studies

Students must demonstrate either a basic proficiency in two foreign languages or an advanced proficiency in one. These requirements may be satisfied by doing coursework **here** or by passing a departmental examination (graded on a pass/fail basis). If a student's native language is one other than English, but English is the student's primary language (i.e., the language of schooling), that student may take either a basic or an advanced examination in the native language. If a student's primary language is not English, the English Department can waive the advanced examination, thus fulfilling the language requirement for that student.

Basic proficiency is equivalent to four semesters of college course work; advanced proficiency is equivalent to six or more semesters of college course work.

The language requirements must be satisfied on campus by the end of the student's second year of study. You may not transfer language credits from another institution or from an undergraduate degree from the University of Michigan to satisfy your graduate language requirement(s).

History and Women's Studies

Knowledge of one language other than English is required of students in United States history; two languages are required for students in all other fields. The purpose of this requirement, in addition to the relevance it may have to primary research, is to minimize scholarly provincialism and facilitate exposure to historical literature in languages other than English.

Students may establish their ability to use a foreign language in **one** of the following ways:

- By completing with a grade of B or above one semester of courses in UM language departments on the model of French, German or Spanish 112, or Spanish 275
(Note: Enrollment in 112 is normally predicated on successful completion of 111. In rare cases, a student can petition the instructor to take 112 without having first taken 111. Students who take 111 only must pass the departmental written language exam to demonstrate proficiency.)
- By passing a written examination administered by History faculty, requiring translation (with the aid of a paper dictionary) of two passages selected as representative examples of scholarly historical writing in that language.

- For languages other than French, German or Spanish, two courses at second-year level that will provide training equivalent to the models specified, with a grade of B or above and approval of the students' advisor, will satisfy the language requirement.
- By satisfying a language requirement, similar to our own and administered in similar ways, for a master's degree.

Students are expected to fulfill one language requirement during the first year of residence. By the end of the second year, they should have fulfilled the second language requirement as well. Tests in French, German, Russian and Spanish are offered each Fall and Winter term. Tests in other languages may be readily substituted and are arranged on an ad hoc basis. The Associate Chair of the History Department has oversight of departmental language examinations, and the History Director of Graduate Studies validates fulfillment of the language requirement.

Students from countries in which English is not the normal language of secondary school and university instruction (and whose family language is not English), may satisfy the language requirements by demonstrating competence in one foreign language, in addition to English and their native language.

Statistics Option

The Department of History regards statistics as an important research tool that is useful for some graduate students. With the permission of the Graduate Committee, students not in U.S. History may offer statistics in lieu of one foreign language. To meet this requirement, a student must complete, with a grade of B or better, a two-course sequence designed to provide the basic statistics competence needed to undertake quantitative studies in history, and take one course which provides an initiation into the practical application of statistics.

PhD students in Women's Studies and English and Women's Studies and History cannot advance to candidacy without meeting the language requirement for their programs.

Additional Requirements

Reviews

Third-, fourth- and fifth-term reviews are meant to provide academic advising and to signify confidence in the student's potential to continue in the joint PhD program.

In **English**, reviews take place jointly with a committee constituted of 4 faculty, including the English 3rd Term Review Committee Chair, one person affiliated with English and Women's Studies, one affiliated with English and one affiliated with Women's Studies. The purpose is to provide helpful advice about the student's course of study and professional goals.

In **History**, reviews take place within the History department and negative reviews can result in the student being asked to leave the program. Women's Studies provides input but final decisions are made by the History department.

In **Psychology and Sociology**, reviews take place in Women's Studies and are meant to be mentoring, not screening, processes.

Please consult descriptions under individual programs.

Annual Progress Reports

In the first year students complete the Annual Progress Report for Women's Studies. As of this printing (August 31, 2009), all departments except Clinical Psychology have agreed to accept our form in lieu of a departmental form. In subsequent years students update the form with any new information. In all years students will meet with their primary advisor to review the form and their progress and receive written feedback from the advisor. The purpose of the academic progress report is to document and reflect on progress as a teacher and scholar; create an annual opportunity for students to meet with their advisors about their efforts; and obtain written feedback from advisors.

Please see the forms for each joint program in the individual program section.

Preliminary examinations and WS 891

Preliminary exams are conducted according to the requirements of each department.

WS 891 is an advanced research project conducted under the guidance of an individual faculty member in the context of an interdisciplinary committee. Discussion of the project at an oral exam serves as the **preliminary examination in Women's Studies**.

Please consult descriptions, including committee composition guidelines, under individual programs.

Dissertation Prospectus/Proposal

The prospectus is a student's proposal or plan for dissertation research and writing.

In **English and History**, the prospectus is typically a typed document of 10 to 20 double-spaced pages. It defines the subject, central question and methodological approach to the dissertation topic, including the importance of the proposed work to advancing the understanding of the discipline. It should relate the proposed research project to previous literature on the question and include a bibliography. It might also include a chapter plan and/or a tentative timetable.

In **Psychology**, students write a dissertation prospectus that is approved by their dissertation committee. A dissertation prospectus should contain: (1) an abstract of the specific aims of the investigation; (2) the background and significance of the proposed research, including the conceptual framework; (3) the research design and methods of procedure, including measurement techniques to be used, if applicable; (4) analysis strategies to be followed; (5) a tentative timetable. (Faculty in each Area and Joint Program will determine the length and detail of these sections).

In **Sociology**, the dissertation proposal is generally 15-20 double-spaced pages in length and should include a bibliography and tentative time schedule. It lays out the literature review, research question and describes the research design and research techniques. It should specify the sources of data and evaluate their adequacy; what specific research techniques will be employed; relevant controls or comparisons; and expected problems of data analysis.

In **English**, the prospectus must be **approved** by the dissertation chair and turned into the English Graduate Office by September 15 of the fourth year.

In **History**, the prospectus must be **defended** no later than the end of the first term after Candidacy has been achieved.

In **Sociology**, the prospectus must be **defended** within a year of completing the second preliminary examination, i.e. WS891.

In **Clinical Psychology**, students begin their prospectus after the candidacy exam and during the third year in the program. The area recommends that students will have formed a dissertation committee and that the committee will have approved a dissertation proposal by the end of the third year in the Program and certainly no later than the end of the fourth year. The prospectus is a written document approved by the dissertation committee. Clinical students give an oral

presentation and an oral defense of the prospectus that is then evaluated and approved by the dissertation committee.

In the **Personality and Social Context area** of Psychology, there is no set deadline for defense of the prospectus although students are strongly encouraged to have their prospectus successfully defended by the end of their fourth year in the program.

Please file a copy of your prospectus with the Women's Studies Graduate Office.

The Dissertation

Students normally spend their **fourth and fifth years** researching and writing the dissertation. The dissertation topic is expected to draw fully from theories and methods in both Women's Studies and the student's other discipline.

You should expect to meet with the Chair or Co-Chairs of your committee regularly for advice, guidance and discussion as you begin to write the dissertation. In general, your Chair or Co-Chairs will read and comment on any written work before you submit it to the rest of the committee. You should discuss with your chair when it is most appropriate to ask for feedback from other committee members. This kind of consultation is particularly important with an interdisciplinary dissertation.

Students are expected to meet with their full dissertation committee at least once a year. Please file the Yearly Dissertation Committee Form (see page 12 of this handbook) **with the Women's Studies Graduate Office.**

It is recommended that all students review Rackham's Doctoral Students website (http://www.rackham.umich.edu/doctoral_students/) for procedures on obtaining the doctoral degree. Rackham offers a web-based system, Grad Tools (<http://gradtools.umich.edu/>), which provides a Dissertation Checklist. This presents a step-by-step process for completing the doctoral degree in one personalized view.

Dissertation Committee

The dissertation committee is comprised of four members and must be interdisciplinary. At least one member is to be affiliated with Women's Studies and at least one is to be drawn from the student's other department. However, to insure depth of involvement from one unit, we recommend that two members be affiliated with either Women's Studies or the student's other department.

Enrollment in 990/995

We recommend that PhD candidates actively at work on their dissertations enroll in their departmental 995. Enrollment in 995 not only provides you with library and computer privileges, but also permits the taking of an additional course. Those who have not yet achieved candidacy but are working on their dissertations should register for their departmental 990. GSI appointments require enrollment in 995.

You must be enrolled during the term you defend your dissertation and in the term during which all requirements for the degree are met, i.e. the term in which dissertation corrections/changes are completed, if this is different from the defense term.

Rackham Dissertation Office

As you approach your dissertation defense, you should consult the Rackham Dissertations Office. You will need to work closely with this office to insure timely and accurate completion of all requirements for the dissertation. Please notify the graduate office in both Women's Studies and your department of the date of your defense.

**Women's Studies Joint PhD Program
Yearly Dissertation Committee Meeting Form**

Graduate Student Name: _____

Date of meeting: _____

The purpose of this meeting is to evaluate progress on the dissertation and to encourage discussion of the dissertation from a multi-disciplinary perspective. The meeting should also address plans for the coming year, including funding.

Committee Member Signatures

- 1) Chair _____
- 2) Co-Chair / Member _____
- 3) Member _____
- 4) Member _____
- 5) Member _____

Committee Member Comments:

Student Signature: _____

Please obtain all committee member signatures at meeting and return this sheet within one week to:

Graduate Student Services Coordinator, Women's Studies Program, 1122 Lane Hall, 1290

Excerpts from
The Rackham Graduate School Academic Policies

Candidacy Requirements (Rackham section 2.1.1)

Effective for those entering in the Fall 2007 term, **students should achieve candidacy no later than three calendar years after the first enrollment in their Rackham doctoral program.** Programs and departments should conduct annual reviews to assess progress of students toward meeting candidacy requirements. A student who does not achieve candidacy within three years will be placed on academic probation, unless the program or department petitions Rackham OARD to request additional time because of extenuating circumstances (see section 1.3.11 below).

Time Limit for Completing a Doctoral Degree (Rackham section 2.1.2.3)

Programs and departments should conduct annual reviews of candidates to assess progress toward the degree. **Students are expected to complete the degree within five years of achieving candidacy, but no more than seven years from the date of the first enrollment in their Rackham doctoral program.** Students who entered their program prior to the fall of 2007 and have not completed their degree within the seven year limit should petition Rackham OARD for an extension of time to degree with a plan for completion. Effective for students entering in the fall of 2007, programs and departments may request an unconditional one-year extension for students deemed to be making satisfactory progress toward the degree, providing a plan and timeline for completion. A program or department may request an additional one-year extension, but a student who does not complete the degree after two years of extension beyond the normal limit for candidacy may be returned to precandidacy status and required to meet candidacy requirements again. Rackham will notify programs and departments of students who have not completed their degree within the stipulated period.

Academic Probation and Dismissal (Rackham section 1.3.11)

Each graduate student should discuss periodically with his or her advisor whether the department finds the student to be performing satisfactorily and making sufficient progress toward the degree. Departments should immediately notify students in writing when their performance falls below an acceptable level.

In response to a student's academic deficiencies, the University may take any of the following actions that affect the student's academic status: 1) admit a student on probationary status; 2) place a continuing student on probation; 3) require a student to withdraw from the University; or 4) not confer a degree or certificate.

A student whose cumulative Grade Point Average (GPA) falls below a B (5.00 on a 9 point scale) in a given term or half term will be placed on academic probation for the following term or half term of enrollment. During that term, such a student will not be awarded a graduate degree or certificate and cannot transfer credit to a Rackham master's program, be advanced to candidacy, be approved for detached study, or be allowed to change his or her program (i.e., dual degree, degree level, etc.). Upon the recommendation of the graduate chair, and with the consent of the Graduate School, a student may be granted an opportunity to correct the scholastic and/or

academic deficiency. In addition to these requirements, degree programs may require students to achieve minimum grades in the overall program of study and/or in particular courses.

A student on probation when last enrolled in the Graduate School who wishes to be readmitted or change fields or degree level, must petition the department or program and the Graduate School to modify the conditions of academic standing or discipline. The petition should: provide reasons for the poor academic record; explain how conditions that produced this poor performance have changed; and present specific plans for improvement. The department or program must approve the petition before a student can re-enroll (section 1.3.9).

A student who is not making satisfactory progress or has failed to demonstrate the ability to succeed in his or her program may be required to withdraw or be dismissed. A student whose cumulative GPA falls below a B (5.00 on a 9 point scale) may be denied permission to register, required to withdraw, or dismissed from the program. Other reasons for withdrawal or dismissal may include not making satisfactory progress toward the degree, or failing to demonstrate an ability to succeed in his or her plan of studies.

Students may also be dismissed for failing to meet the standards of academic and professional integrity (see Rackham Handbook Appendix, Academic and Professional Integrity and Procedures for Investigating Allegations of Academic and Professional Misconduct). A program must provide the student written notification of the grounds for dismissal.

Recommended Progress

WOMEN'S STUDIES AND ENGLISH

Please Note: This timeline notes typical progress through the program. Your schedule may be slightly different depending on when certain courses are offered.

First Year:

Fall

- WS 501 – Proseminar in Women's Studies
- WS 530 – Feminist Theory
- ENG 520 - Introduction to Graduate Studies
- 2 Electives in Eng or WS

Winter

- WS 601 – Approaches to Feminist Scholarship
- 2 Electives in Eng or WS
- Complete Annual Progress Report

Second Year:

Fall

- Third-term Review
- ENG 695 – Pedagogy
- 2 Electives in Eng or WS

English MA requirements should be met

- *30 total credits (GPA of B or higher)*
- *24 English credits (grades of B- or higher)*
- *2 Cognates (grades of B- or higher – cannot bring GPA below a B) Women's Studies courses can count as cognates.*
- *Language requirement started (one advanced or two basic)*

Winter

- 3 Electives in Eng or WS
- ENG 695 – Pedagogy (continued from fall term)
- Prelim reading list due May 1
- Update Annual Progress Report

Candidacy requirements should be met by the end of August

- *2 Cognates (grade of B- or higher – cannot bring GPA below a B)*
- *Language requirement (one advanced or two basic)*
- *2 800-level English courses of the 3 required*
- *36 RFTs*

Third Year

Fall

- Eng 990 (for pre-candidates) / 995 (for candidates)
- One additional Eng or WS course (could be final 800-level course or WS elective)

Winter

- Eng 990 (for pre-candidates) / 995 (for candidates)
- Complete required courses (*4 800-level courses including WS 891*)
- Prelim: oral exam (preferably by Jan 31; no later than April 1)
- Register for WS 891
- Update Annual Progress Report
- Pre-Prospectus due to English by April 1

Fourth Year

- Eng 995
- Prospectus due Sept 15
- Register for and defend WS 891 by Dec. 15
- Update Annual Progress Report

Fifth Year

- Eng 995
- Continue work on the dissertation
- Update Annual Progress Report

Sixth Year

- Eng 995
- Job search
- Complete dissertation

English & Women's Studies Requirements Checklist

Women's Studies Coursework – 19 or 22 credits

WS 501 – completed _____ 3 Electives:
 WS 530 – completed _____ - completed _____
 WS 601 – completed _____ - completed _____
 WS 891 – completed _____ - completed _____

English Coursework – 30 credits

Eng 520 – completed _____ 800-level _____ - completed _____
 Eng 695 – completed _____ 800-level _____ - completed _____
 800-level _____ - completed _____
 Elective _____ - completed _____
 Elective _____ - completed _____
 Elective _____ - completed _____
 Elective _____ - completed _____
 Elective _____ - completed _____

Language Requirement

Basic _____ Basic _____
 Advanced _____

MA Requirements – completed fall or winter 2nd year

30 credits total
 24 credits in English
 6 credits from cognates (can be WS electives)
 Language requirement (one basic or one advanced)

Candidacy Requirements – completed by August following 2nd year

36 Required Fee Totals (RFTs) Language requirement (2 basic or 1 advanced)
 2 cognates 2 800-level courses

Other Requirements

3rd Term Review (fall 2nd year)
 Prelim reading list (due May 1, 2nd year)
 Prelim oral exam (winter 3rd year)
 Pre-Prospectus (April 1, 3rd year)
 Dissertation prospectus (due September 1, 4th year)

PhD Program in Women's Studies and English

Third Term Review

Students in English and Women's Studies are reviewed in their third term. The main purpose of the third term review is to provide helpful advice about the student's course of study and professional goals. A sub-committee is constituted of 4 faculty, including the English 3rd Term Review Committee Chair, at least one person affiliated with English and Women's Studies, one affiliated with English and one affiliated with Women's Studies. Consultation between the graduate chairs of English and Women's Studies will determine the appointed committee members. This sub-committee meets individually with each joint student. Then this sub-committee meets with the entire English Third Term Review committee; lingering issues are discussed and a report is sent to the student. Students are invited to discuss the report with either or both grad chairs.

Written evaluations are collected from each instructor who has taught the student in their first year.

The student is asked to submit:

- an unrevised seminar paper
- a statement about progress and future interests

Any recommendation that the student not continue in the joint program must be approved by both the English Department Third Term Review Committee and the Women's Studies Doctoral Programs Committee.

Prelims

The student composes an interdisciplinary committee consisting of four members with at least

- one faculty member affiliated with Women's Studies
- one faculty member affiliated with English
- one faculty member with relevant expertise from any department

Joint WS and English students follow the guidelines for English Language and Literature prelims, which consist of two parts: a 2-hour oral exam on two fields, taken preferably by January 31 and no later than April 1 of the third year; this is followed by WS 891 (which counts as the fourth 800-level course and replaces Eng 992, see English Dept Handbook), defended in Fall term of the fourth year.

Fields are considered two broad areas in which students are committed to doing major research and teaching, which take the form of a reading list. They are areas in which the candidate

- will do research during and after the dissertation period

- will consider an area of expertise as a teacher
- will be proficient in order to interview for jobs

WS 891

WS 891 is an interdisciplinary seminar paper meant to integrate learning in English and Women's Studies and focuses on a topic pertinent to the dissertation. It also serves as an 800-level seminar. The student writes the paper under the guidance of a committee (which may be the same as the prelim committee) composed of at least 3 members:

- one member affiliated with Women's Studies
- one member affiliated with English
- one member with relevant expertise from any department

WS 891 is complete when it has been defended in a 2 hour oral examination.

Winter term of the third year, the student registers for 3 credits of WS 891 and drafts a seminar paper. The student signs up under the INDI (individual instruction) number of the committee chair and receives a "Y" ("extended course").

Fall term of the fourth year, the student registers for an additional 3 credits of WS 891 and the seminar paper is revised. By the end of the term, it is defended in a two hour oral exam with the whole committee. The "Y" is converted to a grade.

The prelim oral exam in English must be completed preferably by January 31st (but no later than April 1st) of the **third year** and WS 891 by December of the **fourth year**.

Faculty of the Women's Studies and English Doctoral Program

Budgeted Faculty

Anne Herrmann
Victor Mendoza
Sidonie Smith
Valerie Traub

Non-Budgeted Faculty

Sandra Gunning
David Halperin
June Howard
Petra Kuppers
Adela Pinch
Cathy Sanok
Patricia Yaeger

Affiliated Faculty

Anita Norich
Alisse Portnoy
Johanna (Yopie) Prins
Anne Ruggles-Gere
Terri Tinkle

Women's Studies / English Joint PhD Program

Prelim-WS 891 Exam

Oral Defense Date: _____

Graduate Student Name: _____

Prelim/891 Title: _____
(Please attach seminar paper)

Prelim/891 Committee

- 1) Women's Studies affiliated faculty _____
- 2) English affiliated faculty _____
- 3) Faculty with relevant expertise _____
(appointed in any department)
- 4) Additional faculty member _____

Committee Members Comments: (attach separate sheet, if necessary)

Committee Members Decision:

Pass

Fail

Overall Recommendation:

MUST BE A LETTER GRADE

_____ **Grade**

_____ Examination Chair

Date: _____

**Academic Progress Report
Women's Studies & English Doctoral Program**

Over the next several years, we will work collaboratively with you to bring success to your scholarly work and to your development as a teacher. The purpose of the academic progress report is to: document and reflect on your progress as a teacher and scholar; create an annual opportunity for you to meet with your advisor about your efforts; and obtain written feedback from your advisor.

You should

- complete a draft of this form including the statement described on page 6
- download your unofficial transcript (available through Wolverine Access)
- and prepare your CV

After you complete these steps you should meet with your advisor.

After that meeting, make any revisions to your documents and electronically send your CV, progress report, personal statement, and your transcript to the Women's Studies Graduate Student Services Coordinator. In the meeting or shortly thereafter your advisor will draft a statement about your progress and will send it to you and the Women's Studies Graduate Office. *These are to be submitted before the end of the exam period in Winter term so please remind your advisor of this.*

We recommend setting up an appointment now with your advisor to be certain it takes place in time for this deadline.

Name: _____ Date: _____
 Address: _____ Phone: _____
 City, State: _____ Zip: _____

Advisor(s): _____
 Prelim Chair(s): _____ Dissertation Chair(s): _____

WOMEN'S STUDIES COURSEWORK (Please give reason for any incomplete grades and your plans for completion)

Course	Title	Term	Grade	Instructor	Comments
WS 501	Intro to Graduate Studies				
WS 530	Feminist Theory				
WS 60	Methods Course				
WS 891	Joint PhD Research				

ENGLISH COURSEWORK (Please give reason for any incomplete grades and your plans for completion)

Course	Title	Term	Grade	Instructor	Comments
Eng 520					
Eng 695					
Eng 8					
Eng 8					
Eng 8					

TIMETABLE FOR COMPLETION OF DEGREE MILESTONES

Milestone	Term	Date (if known)	Comments
3 rd Term Review			
Language Requirement			
Candidacy			
Prelims			
Prospectus Defense			
Diss Committee Form filed with Rackham			
Dissertation Defense			

Have you received any grades about which you have particular concerns? If so, please describe the grade and your concerns.

Indicate status of WS 891 project:

- Completed
- Proposal accepted and work underway
- Proposal being developed
- Not yet begun

Expected Completion Date: _____

891 Chair: _____

Committee: _____

Topic:

Indicate status of English prelim:

- Completed
- In progress
- Not yet begun

Prelim Committee: _____

If "in progress," what remains to be completed?

RESEARCH/DISSERTATION PLANS (For Candidates only)

Dissertation Committee Chair(s): _____

If you have revised your committee, have you filed your new form with Rackham? Yes No

Women's Studies requires an annual meeting with your full dissertation committee. Please indicate the date of the most recent meeting: _____

Please indicate precisely where you are in the dissertation process:

Are you engaged in research? YES NO

What point? Beginning Middle Near End Other: _____

Are you writing chapters? YES NO How many are drafted? _____

Which chapters has your advisor seen? _____

If you are planning to defend soon, have you contacted Rackham? Yes No

If you are planning to defend this term, have you registered for English 995? Yes No

Prospectus Title:	
Dissertation Title:	

TEACHING Please list all teaching appointments.

2 nd Year Fall	2 nd Year Winter	2 nd Year Summer
Course Name & No:	Course Name & No:	Course Name & No:
Supervisor if not solo:	Supervisor if not solo:	Supervisor if not solo:
Term & Year:	Term & Year:	Term & Year:
Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:
Median grade given:	Median grade given:	Median grade given:
3 rd Year Fall	3 rd Year Winter	3 rd Year Summer
Course Name & No:	Course Name & No:	Course Name & No:
Supervisor if not solo:	Supervisor if not solo:	Supervisor if not solo:
Term & Year:	Term & Year:	Term & Year:
Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:
Median grade given:	Median grade given:	Median grade given:
4 th Year Fall	4 th Year Winter	4 th Year Summer
Course Name & No:	Course Name & No:	Course Name & No:
Supervisor if not solo:	Supervisor if not solo:	Supervisor if not solo:
Term & Year:	Term & Year:	Term & Year:
Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:
Median grade given:	Median grade given:	Median grade given:
5 th Year Fall	5 th Year Winter	5 th Year Summer
Course Name & No:	Course Name & No:	Course Name & No:
Supervisor if not solo:	Supervisor if not solo:	Supervisor if not solo:
Term & Year:	Term & Year:	Term & Year:
Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:
Median grade given:	Median grade given:	Median grade given:
6 th Year Fall	6 th Year Winter	6 th Year Summer
Course Name & No:	Course Name & No:	Course Name & No:
Supervisor if not solo:	Supervisor if not solo:	Supervisor if not solo:
Term & Year:	Term & Year:	Term & Year:
Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:
Median grade given:	Median grade given:	Median grade given:

* The median score for Question 1 and Question 2 on Instructor Evaluations, found on the summary sheets for each set of evaluations. These scores are only part of an indication of your teaching progress.

Do you plan to apply to teach Women's Studies 253? Yes No Maybe Expected term/year: _____

FUNDING Please list all sources.

1st Year Fall	1st Year Winter	1st Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:
2nd Year Fall	2nd Year Winter	2nd Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:
3rd Year Fall	3rd Year Winter	3rd Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:
4th Year Fall	4th Year Winter	4th Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:
5th Year Fall	5th Year Winter	5th Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:
6th Year Fall	6th Year Winter	6th Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:

List any honors or awards received, presentations, or published papers accomplished during the last year.

Comment on any curricular, structural, financial or advising problems that you have encountered in the last year and indicate suggestions for improvement.

PLEASE ATTACH

1. A personal statement (approximately 250 words) describing your plans for moving forward in the coming year including teaching, research, presentations/publications, department service, career planning, job search, etc.
2. A statement from your advisor (below).

FOR ADVISOR COMPLETION

Please comment on the student's progress, indicating areas of strength and plans discussed for continuing on course or for improvement.

Recommended Progress

WOMEN'S STUDIES AND HISTORY

Please Note: This timeline notes typical progress through the program. Your schedule may be slightly different depending on when certain courses are offered.

First Year

Fall

- WS 501 – Proseminar in Women's Studies
- WS 530 – Feminist Theory
- HIST 615 – Introduction to the Comparative Study of History
- 1 Elective in Hist or WS

Winter

- WS 601 or WS 603 – Approaches to Feminist Scholarship
- HIST 600-level studies course (HIST 611 for US history students)
- HIST 700-level seminar
- Fulfill one language requirement
- Complete Annual Progress Report

Second Year

Fall

- Graduate Student Instructor (GSI)
- 2 electives in Hist or WS
- HIST 993 – Graduate Student Instructor Training Program
- HIST 807 – History and the Instructional Experience (2 credits; take 807 if necessary to achieve 9 credits for term registration)

Winter

- Graduate Student Instructor (GSI)
- 1 or 2 electives in Hist or WS
- WS 891
- HIST 807 – History and the Instructional Experience (3 credits; take 807 if necessary to achieve 9 credits for term registration)
- Fulfill second language requirement
- History screening
- Update Annual Progress Report

Third Year

Fall

- If GSI, register for 9 credits
- If not GSI, 1 credit of tuition for prelim prep
- 1 or 2 electives in Hist or WS (e.g. 6 credits of HIST 900 + one more elective)
- Prelim exams

Winter

- **Candidacy achieved**
- GSI
- HIST 995
- Defend prospectus
- Update Annual Progress Report

Fourth Year

- Dissertation research
- Update Annual Progress Report

Fifth Year

- Complete dissertation

History & Women's Studies Requirements Checklist

Women's Studies Coursework – 19 or 22 credits

WS 501 – completed _____ 3 Electives:
WS 530 – completed _____ - completed _____
WS 601 – completed _____ - completed _____
WS 891 – completed _____ - completed _____

History Coursework

Two Studies Courses

Hist 615 – completed _____
Hist 611 – completed _____ OR
Hist 600-level _____ – completed _____

Two Seminar Courses (WS 891 counts as one seminar)

Hist 700-level seminar _____ - completed _____

Hist 993 (for GSIs)

Language Requirement

One language for Americanists _____

Two languages for non-Americanists _____ and _____

Candidacy Requirements – completed before fall of 4th year

36 Required Fee Totals (RFTs)	Language requirement
Two cognate courses	Two 700-level seminar courses (891 counts as one)
Favorable screening (3 rd term)	Prelims completed by end of 3 rd year summer

Other Requirements

Dissertation prospectus (end of 1st term after candidacy achieved)

PhD Program in Women's Studies and History

Fourth Term Screening

Screening is an assessment of a student's progress in the joint program. A favorable screening signifies confidence in the student's potential and faculty commitment to assisting the student in completion of the PhD.

Students begin by filling out the *Second-Year Progress Report*, available from History, in order to ascertain whether requirements have been fulfilled.

Faculty who have taught the student are asked to evaluate the student's performance and to decide whether to "recommend without reservations," "recommend with reservations," or "do not recommend" continuation in the program. It is generally expected that at least two professors the student has worked with will recommend continuation "without reservations." At least one professor must agree to chair the student's prelim committee and dissertation committee.

The History faculty make the final screening decision collectively. At least one faculty member with a joint appointment in History and Women's Studies must be present.

An unfavorable decision will result in the student being asked to leave the program. Such a decision may be appealed if evidence has been overlooked or incorrectly represented.

Under special circumstances, a decision can be deferred until the beginning of the fifth term.

WS 891

WS 891 serves as the **second seminar paper** (see History Gray Book for more information about the 700-level seminar paper requirements). It is meant to demonstrate the student's ability to conduct substantial original research, similar to a History seminar paper, and to engage in feminist gender analysis, by taking an interdisciplinary approach. Ideally, like a second seminar paper, WS 891 will be related to the student's dissertation topic. Whether or not the substance is related to the dissertation topic, a successful WS 891 paper will demonstrate the student's ability to engage in the kind of research and analysis that a dissertation in the joint PhD program entails.

Written under the advisement of one of the committee members, this paper also constitutes the **fourth "field" for the prelims** (see pages 26-28 of this handbook or the History Gray Book for more information). All members of the committee will have received copies of the paper in advance of the oral exam and are encouraged to participate in its discussion. The oral examination interrogates the ways in which the paper addresses issues of feminist methodology, theory and analysis. The WS faculty member(s) and the WS 891 advisor have special responsibility for its evaluation, but all committee members are encouraged to provide both written and oral feedback.

Prelims

The preliminary exam has both written and oral components. The written exam for joint students is the same as the written exam for History students; the oral exam includes four fields, one of which is an examination of WS 891.

What is a prelim field?

A field is both a body of knowledge and a terrain of inquiry. Fields vary greatly in breadth and depth. Avoid defining your fields so narrowly that they are little more than bibliographies for a research paper. Avoid defining them so broadly that you can do little more than scrape the surface.

In preparing a field for your prelims, consider the following:

- What are the parameters of the field?
- What different methodologies or approaches have contributed to the development of the field?
- What are the perennial questions that historians and feminists in this field have tried to answer? How have their answers differed from each other?
- What are the most important topics or themes in the field today?
- What are the debates among historians and feminist scholars that animate the field today?
- What are the major works that anyone who wants to make a contribution in this field ought to read?
- What direction for future research are the most interesting or promising?
- What kind of impact has feminist scholarship made on this field? What scholarship in WS might be pertinent to this field?

The committee

The student composes an interdisciplinary committee consisting of 4 members with at least:

- one faculty member affiliated with Women's Studies
- one faculty member affiliated with History
- one faculty member with relevant expertise from any department

The committee will work with the student for 6-12 months to develop a focused reading list. This list should include History, Women's Studies, interdisciplinary scholarship and feminist theory. The student and committee members should work together to determine what form the oral exam will take; questions may be prepared ahead of time or not.

Written exam

The written exam is like the written exam for History students, and covers only the student's major field. The written exam can be "open" or "closed" book, or a combination of the two. The format is chosen at the discretion of the examiner and is made explicit to the student well in

advance of the examination, and indicated clearly in writing on the *preliminary examination information form*. The exam is read and evaluated by the chair and one other committee member. In special cases, a faculty member who is not a committee member may be asked to serve as the second reader. The exam itself is four hours, but extra time is allowed for travel to and from the graduate office, and for printing. If the student does not pass the written exam, the oral is not taken.

Oral exam

The oral exam should be taken within two weeks of a successful written exam, and should be approximately two hours in length; half an hour should be spent on each field and on WS 891.

The prelim exam has both an oral and a written component and covers 4 areas. **All** areas are examined orally. **Two** areas are written – the major field and the 891.

- a major field which is geographical/temporal/topical. This is written and examined orally.
- a comparative field distinctly different from the major field geographically, temporally or disciplinarily
- Gender/Women's History, which may fulfill the comparative or transnational requirement
- WS 891

Note: Women's Studies students do not "course off" the fourth field because WS 891 stands in place of the fourth field.

The role of WS 891 in prelims

A key component of the History/Women's Studies joint PhD preliminary examination is the WS 891 paper. This is a research paper that all Women's Studies doctoral students write, and it is the one common element in all their prelims.

The fourth "field" for the prelims is constituted by this paper. The oral examination therefore includes examination of the student on the ways in which the paper addresses issues of feminist methodology, approach, theory, and interpretation. All members of the examination committee will have received copies of the paper in advance of the oral exam and are invited and encouraged to participate in the discussion of it, especially the Women's Studies faculty member(s) and the WS 891 professor (under whose direction the paper was written), who have special responsibility for evaluating whether or not the student is now prepared to conduct dissertation research in Women's Studies and History.

You should come away from this experience with a feeling of accomplishment and confidence that you understand the fields you have studied and could explain them to others, develop syllabi for courses about them, and pursue interdisciplinary research in both History and WS.

Faculty of the Women's Studies and History Doctoral Program

Budgeted Faculty

Dena Goodman

Non-Budgeted Faculty

Kathleen Canning

Carol Karlsen

Mary Kelley

Hitomi Tonomura

Affiliated Faculty

Sueann Caulfield

David Cohen

Geoffrey Eley

Joel Howell

Nancy Hunt

Kali Israel

Valerie Kivelson

Regina Morantz-Sanchez

Martin Pernick

Helmut Puff

Sumathi Ramaswamy

Scott Spector

**Women's Studies / History Joint PhD Program
Prelim-WS 891 Exam**

Oral Defense Date: _____

Graduate Student Name: _____

Prelim/891 Title: _____
(Please attach seminar paper)

Prelim/891 Committee

- 5) Women's Studies affiliated faculty _____
- 6) History affiliated faculty _____
- 7) Faculty with relevant expertise _____
(appointed in any department)
- 8) Additional faculty member _____

Committee Members Comments: (attach separate sheet, if necessary)

Overall Recommendation:

MUST BE A LETTER GRADE

_____ **Grade**

_____ Examination Chair

Date: _____

**Academic Progress Report
Women's Studies & History Doctoral Program**

Over the next several years, we will work collaboratively with you to bring success to your scholarly work and to your development as a teacher. The purpose of the academic progress report is to: document and reflect on your progress as a teacher and scholar; create an annual opportunity for you to meet with your advisor about your efforts; and obtain written feedback from your advisor.

You should

- complete a draft of this form including the statement described on page 6
- download your unofficial transcript (available through Wolverine Access)
- and prepare your CV

After you complete these steps you should meet with your advisor.

After that meeting, make any revisions to your documents and electronically send your CV, progress report, personal statement, and your transcript to the Women's Studies Graduate Student Services Coordinator. In the meeting or shortly thereafter your advisor will draft a statement about your progress and will send it to you and the Women's Studies Graduate Office. *These are to be submitted before the end of the exam period in Winter term so please remind your advisor of that.*

We recommend setting up an appointment now with your advisor to be certain it takes place in time for this deadline.

Name: _____ Date: _____

Address: _____ Phone: _____

City, State: _____ Zip: _____

Advisor(s): _____

Prelim Chair(s): _____ Dissertation Chair(s): _____

WOMEN'S STUDIES COURSEWORK (Please give reason for any incomplete grades and your plans for completion)

Course	Title	Term	Grade	Instructor	Comments
WS 501	Intro to Graduate Studies				
WS 530	Feminist Theory				
WS 60	Methods Course				
WS 891	Joint PhD Research				

HISTORY COURSEWORK (Please give reason for any incomplete grades and your plans for completion)

Course	Title	Term	Grade	Instructor	Comments
Hist 615	Intro to the Comparative Study of History				
Hist 6	Studies Course:				
Hist 7	Seminar:				

TIMETABLE FOR COMPLETION OF DEGREE MILESTONES

Milestone	Term	Date (if known)	Comments
4 th Term Screening			
Language Requirement			
Prelims			
Candidacy			
Prospectus Defense			
Diss Committee Form filed with Rackham			
Dissertation Defense			

Have you received any grades about which you have particular concerns? If so, please describe the grade and your concerns.

Indicate status of WS 891 project

- Completed
- Proposal accepted and work underway
- Proposal being developed
- Not yet begun

Advisor: _____ Expected Completion Date: _____

Topic:

Indicate status of History prelim:

- Completed
- In progress
- Not yet begun

Expected Completion Date: _____

Prelim Committee: _____

If "in progress," what remains to be completed?

RESEARCH/DISSERTATION PLANS (For Candidates only)

Dissertation Committee Chair(s): _____

If you have revised your committee, have you filed your new form with Rackham? Yes No

Women's Studies requires an annual meeting with your full dissertation committee. Please indicate the date of the most recent meeting: _____

Please indicate precisely where you are in the dissertation process:

Are you engaged in research? Yes No

What point? Beginning Middle Near End Other: _____

Are you writing chapters? Yes No How many are drafted? _____

Which chapters has your advisor seen? _____

If you are planning to defend soon, have you contacted Rackham? Yes No

If you are planning to defend this term, have you registered for History 995? Yes No

Prospectus Title:	
Dissertation Title:	

TEACHING Please list all teaching appointments.

2 nd Year Fall	2 nd Year Winter	2 nd Year Summer
Course Name & No:	Course Name & No:	Course Name & No:
Supervisor if not solo:	Supervisor if not solo:	Supervisor if not solo:
Term & Year:	Term & Year:	Term & Year:
Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:
Median grade given:	Median grade given:	Median grade given:
3 rd Year Fall	3 rd Year Winter	3 rd Year Summer
Course Name & No:	Course Name & No:	Course Name & No:
Supervisor if not solo:	Supervisor if not solo:	Supervisor if not solo:
Term & Year:	Term & Year:	Term & Year:
Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:
Median grade given:	Median grade given:	Median grade given:
4 th Year Fall	4 th Year Winter	4 th Year Summer
Course Name & No:	Course Name & No:	Course Name & No:
Supervisor if not solo:	Supervisor if not solo:	Supervisor if not solo:
Term & Year:	Term & Year:	Term & Year:
Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:
Median grade given:	Median grade given:	Median grade given:
5 th Year Fall	5 th Year Winter	5 th Year Summer
Course Name & No:	Course Name & No:	Course Name & No:
Supervisor if not solo:	Supervisor if not solo:	Supervisor if not solo:
Term & Year:	Term & Year:	Term & Year:
Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:
Median grade given:	Median grade given:	Median grade given:
6 th Year Fall	6 th Year Winter	6 th Year Summer
Course Name & No:	Course Name & No:	Course Name & No:
Supervisor if not solo:	Supervisor if not solo:	Supervisor if not solo:
Term & Year:	Term & Year:	Term & Year:
Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:
Median grade given:	Median grade given:	Median grade given:

* The median score for Question 1 and Question 2 on Instructor Evaluations, found on the summary sheets for each set of evaluations. These scores are only part of an indication of your teaching progress.

Do you plan to apply to teach Women's Studies 253? Yes No Maybe Expected term/year: _____

FUNDING Please list all sources.

1st Year Fall	1st Year Winter	1st Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:
2nd Year Fall	2nd Year Winter	2nd Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:
3rd Year Fall	3rd Year Winter	3rd Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:
4th Year Fall	4th Year Winter	4th Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:
5th Year Fall	5th Year Winter	5th Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other:
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:

List any honors or awards received, presentations, or published papers accomplished during the last year.

Comment on any curricular, structural, financial or advising problems that you have encountered in the last year and indicate suggestions for improvement.

PLEASE ATTACH

1. A personal statement (approximately 250 words) describing your plans for moving forward in the coming year including teaching, research, presentations/publications, department service, career planning, job search, etc.
2. A statement from your advisor (below).

FOR ADVISOR COMPLETION

Please comment on the student's progress, indicating areas of strength and plans discussed for continuing improvement.

Recommended Progress

WOMEN'S STUDIES AND PSYCHOLOGY: PERSONALITY & SOCIAL CONTEXT (P&SC) AREA

Please Note: This timeline notes typical progress through the program. Your schedule may be slightly different depending on when certain courses are offered.

First Year

Fall

- WS 501 – Proseminar in Women's Studies
- WS 530 – Feminist Theory
- PSYCH 613 – Statistics I
- PSYCH 653 – P&SC Orientation
- PSYCH 619 – Individual Research

Winter

- WS 602 or WS 603 – Approaches to Feminist Scholarship
- PSYCH 614 – Statistics II
- PSYCH 854 – Advanced P&SC Methods I
- PSYCH 619 – Individual Research
- Complete the Annual Progress Report

Second Year

Fall

- PSYCH 654 – Classical and Modern P&SC Theories
- PSYCH 619 – Individual Research
- 2 Electives in WS

Winter

- PSYCH 619 – Individual Research
- 1 Elective in WS
- 1 area seminar (by end of second year)
- **Candidacy achieved**
- Update Annual Progress Report

Other requirements

- Prelim portfolio in Psych due in May
- Fourth-term Review in WS
- Begin working on WS 891 after finishing Psych 619 (summer)
- Teach two terms (typically in Psych)

Third Year

- Finish coursework if necessary
- Begin working on dissertation prospectus
- Teach two terms (typically in WS)
- Update Annual Progress Report

Fourth Year

- Dissertation Research
- Teach one term (either Psych or WS; students should have taught for Psych at least **two** terms and WS at least **two** terms)
- Update Annual Progress Report

Fifth Year

- Complete Dissertation

Possible Changes

- P&SC Methods II may be substituted for Methods I in 1st year Winter

Recommended Progress

WOMEN'S STUDIES AND PSYCHOLOGY: CLINICAL AREA

Please Note: This timeline notes typical progress through the program. Your schedule may be slightly different depending on when certain courses are offered.

First Year

Fall

- WS 501 – Proseminar in Women's Studies
- WS 530 – Feminist Theory
- PSYCH 988 (002) – Advanced Statistical Methods (This is a cross-listed course and satisfies both the stats and cognate requirements.)
- PSYCH 678 – Topics in Clinical Psychology: Ethics and Professional Issues
- PSYCH 675 – Multicultural Issues in Clinical Practice
 - *WS 603 may substitute for PSYCH 675, but Psych 675 cannot take the place of WS 603 as a methods course. This substitution will not impede clinical licensing applications in the state of Michigan per 9/6/07 message from MI Licensing Section.
- PSYCH 877 – Lifespan Psychopathology - Child [Note: After consultation with their advisor, students should enroll in either PSYCH 877 in the fall *or* PSYCH 878 in the winter.]
- PSYCH 619 – Individual Research

Winter

- WS 602 or WS 603– Approaches to Feminist Scholarship
- PSYCH 614 – Statistics II or Soc 988
- PSYCH 670 – Research Design and Evaluation
 - **WS 602 or WS/PSYCH 655 (Psychology of Women) may substitute for PSYCH 670 (Research Design and Evaluation)
- PSYCH 678 – Topics in Clinical Psychology: Ethics and Prof. Issues (Cont.)
- PSYCH 878 – Lifespan Psychopathology – Adult [See note about PSYCH 877]
- PSYCH 623 – Clinical Assessment of Children and Adults
- PSYCH 624 – Clinical Assessment of the Child: Lab
- PSYCH 619 – Individual Research
- Complete Annual Progress Report

Second Year

Fall

- PSYCH 779 – Practicum Seminar on Ethics and Professional Issues
- PSYCH 619 – Individual Research
- Elect one of the following therapy courses (two required):
 - PSYCH 875 – Introduction to Child Therapy
 - PSYCH 770 – Family Therapy

- PSYCH 874 – Introduction to Adult Therapy
- 2 Electives in WS

Winter

- PSYCH 619 – Individual Research
- PSYCH 625 – Clinical Assessment of the Adult: Lab
- PSYCH 779 – Practicum Seminar on Ethics and Professional Issues
- Elect one of the following therapy courses (two required):
 - PSYCH 770 – Family Therapy
 - PSYCH 874 – Introduction to Adult Therapy
 - PSYCH 875 – Introduction to Child Therapy
- 1 Elective in WS
- Update Annual Progress Report
- Fourth-term Review in WS

Spring

- Prelim exam in Clinical

Third Year

- **Candidacy achieved** (by fall of 3rd year)
- Complete course work
- WS 891
- Update Annual Progress Report

Fourth Year

- Dissertation Research
- Update Annual Progress Report

Fifth Year

- Complete Dissertation

Possible changes in sequence:

- Assessment sequence in 3rd rather than 2nd year
- Lifespan Psychopathology sequence in 3rd rather than 1st year
- WS 603/PSYCH 675 in 3rd rather than 1st year

Psychology & Women's Studies Personality and Social Contexts Requirements Checklist

Women's Studies Coursework

WS 501 – completed _____ 3 Electives:
WS 530 – completed _____ - completed _____
WS 602 – completed _____ - completed _____
WS 891 – completed _____ - completed _____

Psychology Coursework

Psych 613 – completed _____
Psych 614 – completed _____
Psych 619 – completed _____

Personality & Social Contexts Coursework

Psych 653 (Orientation) – completed _____
Psych 654 (Theories) – completed _____
Psych 854 (Methods) – completed _____ †

One PSC Elective Seminar (600-level or above) †
Psych _____ - completed _____

Candidacy Requirements – completed by fall of 3rd year

36 Required Fee Totals (RFTs)
Prelim completed by beginning of Fall 3rd year

Other Requiements

4th Term Review (winter/summer 2nd year)
Dissertation prospectus (no later than end of 4th year)

† Joint students need only take one semester of P&SC Methods and one P&SC elective seminar, but they are encouraged to take or audit the second semester of methods and a second seminar.

Psychology & Women's Studies Clinical Requirements Checklist

Women's Studies Coursework – 19 or 22 credits

WS 501 – completed _____ 3 Electives:
WS 530 – completed _____ - completed _____
WS 602 – completed _____ - completed _____
WS 891 – completed _____ - completed _____

Psychology Coursework

Psych 600 – completed _____
Psych 613/988-002 – completed _____ (5 credits)
Psych 614 – completed _____
Psych 619 – completed _____

Clinical Coursework

Psych 675 – completed _____ Psych 670 – completed _____
Psych 678 – completed _____
Psych 623 – completed _____ Psych 624 – completed _____
Psych 625 – completed _____
Psych 877 – completed _____ OR Psych 878 – completed _____
Psych 779 – completed _____
Elective _____ – completed _____ (one therapy course)
Elective _____ – completed _____ (one therapy course)

Candidacy Requirements – completed by fall of 3rd year

36 Required Fee Totals (RFTs)
Prelim completed by beginning of Fall 3rd year

Other Requirements

4th Term Review (winter/summer 2nd year)
Dissertation prospectus (end of 3rd year; no later than end of 4th year)

PhD Program in Women's Studies and Psychology

Fourth Term Reviews

The Women's Studies Program reviews all joint Psychology and Women's Studies students winter term of their second year. This meeting is intended to offer the student and faculty members an opportunity to discuss the student's progress in the program and plans for future research. In other words, it is not a screening, but part of the mentoring process. At the time of the fourth term review, it is helpful to have completed your PSYCH 619 project, but not necessary.

The Fourth Term Review has two main purposes: to assess the student's progress in the program and to map out a plan to the dissertation. The committee will ask questions about any gaps in the record to date; whether the student has any concerns about her training and if so, what additional training she might need; and the direction of her research. The meeting can be thought of as part evaluative and part mentoring about the future. Most students find the meeting very helpful.

The student

1) Begins by selecting a committee. The review committee will consist of

- a faculty member affiliated with Women's Studies
- a faculty member affiliated with Psychology
- a faculty member with relevant expertise from any department

If faculty members are unfamiliar with the process, the Women's Studies graduate chair will designate a committee chair, generally the joint person, and meet with them to discuss procedures.

2) Arranges an agreeable meeting time with their committee (before May 1). The meeting should be 1 ½ hours in duration. The student also coordinates a meeting space (in Psych or WS). The Women's Studies Graduate Student Services Coordinator can assist if necessary. The student must inform the WS Grad Student Services Coordinator of the confirmed meeting time/place and committee members.

3) Submits the following materials to the WS Grad Student Services Coordinator at least one week before the proposed meeting:

- short self-appraisal/statement about progress and future research plans (2-3pg)
- unrevised writing sample of any length from any course (with or without instructor comments) or PSYCH 619

The WS Grad Student Services Coordinator will collect comments from all faculty who have taught the student in a course, print out an updated transcript, and create a 4th term review packet with all relevant information. The Women's Studies Grad Coordinator will distribute the packet to members of the student's committee in advance of the meeting.

The meeting will be an opportunity to:

- review and discuss the student's academic record
- discuss student progress in the joint program and future research plans

The major topic of discussion will be the PSYCH 619 project. (It is helpful but not necessary to have completed it.) The committee will assess progress within the context of the joint PhD program, and will assist the student in setting up the next steps.

At the conclusion of the meeting, the requisite form (Psych Fourth Term Review Form, pg 41 of this handbook) should be completed and filed with the Women's Studies Grad Student Services Coordinator.

Note: The WS 891 one hour meeting can be combined with the fourth term review.

Prelims

Personality & Social Context

Students are required to submit a complete portfolio by May 15 of their second year. The prelim portfolio consists of two major components: Conceptual Essays and Course Portfolio.

The prelim exams are amended for joint students as follows

- two conceptual essays (instead of 3)
- course portfolio should be relevant to both programs

Clinical

The candidacy exam is amended for joint students as follows

- it will include a section on feminist perspectives and methodologies

WS 891

All students in Psychology complete a research project in PSYCH 619. The 619 paper forms the basis for the 891 project. The fourth term review and 891 meetings may be combined at the end of the second year, but the 891 must be completed by the end of the fall term of the third year. The goal of the 891 is for students to consider how the 619 project might have been approached differently if it had been influenced by Women's Studies/feminist scholarship and to think about how it might have been different if more interdisciplinary in its conception.

The student forms a committee, which may be the same committee as the fourth term review.

The committee must consist of:

- a faculty member affiliated with Women's Studies
- a faculty member affiliated with Psychology
- a faculty member with relevant expertise from any department

Each committee member makes written comments on the 619 and recommends additional readings.

At the outset of the 891, the student distributes a document to the committee outlining what the main points of the 891 will be.

The committee meets with the student for one hour to explore possible strategies for contextualizing the 619 project within interdisciplinary and feminist approaches to the subject.

I. If 619 is a mainstream project:

- How does the literature need to be expanded in terms of theory and empirical literature in other disciplines?
- How can the method be critiqued from a feminist and/or interdisciplinary perspective?
- How could the results be interpreted differently?

II. If 619 is an interdisciplinary project:

- How is it already informed by Women's Studies?
- How can what makes it feminist be made more explicit?
- How could it be made more interdisciplinary or incorporate a more feminist perspective?

After the meeting, the student writes a framing document (8-10 pages) addressing the issues raised in the meeting. This document is circulated to the committee within 6 weeks of the 891 planning committee meeting. The chair asks members for their approval, determines if the project is acceptable, assigns the student a grade, and completes the requisite form (Psych 891 Form, pg 42 of this handbook, available from the Women's Studies Graduate Student Services Coordinator). The form should be returned to the WS Grad Student Services Coordinator. The form is included in the student's file and shared with the Psychology Student Academic Affairs Office.

Faculty of the Women's Studies and Psychology Doctoral Program:

Budgeted Faculty:

Rosie Ceballo
Liz Cole
Terri Conley
Lilia Cortina
Abby Stewart
Sari van Anders

Non-Budgeted Faculty:

Jacqueline Eccles
Sandra Graham-Bermann
Patricia Gurin (Emerita)

Affiliated Faculty:

Toni Antonucci
Jill Becker
Jennifer Crocker
Susan Gelman
Lorraine Gutierrez
Fiona Lee
Ramaswami Mahalingam
Donna Nagata
Sheryl Olson
Colleen Seifert
Denise Sekaquaptewa
Barbara Smuts
Brenda Volling
Monique Ward

**Women's Studies / Psychology Joint PhD Program
4th Term Review**

Review Date: _____

Graduate Student Name: _____

Writing Sample Title: _____
(please attach seminar paper)

Overall Recommendation:

Committee is satisfied student is making good progress.

Student is making good progress but Committee has the following concerns:

The Committee has serious concerns and recommends:

4th Term Review Committee

- 1) Women's Studies affiliated faculty _____
- 2) Psychology affiliated faculty _____
- 3) Faculty with relevant expertise _____
(appointed in any department)
- 4) Additional faculty member _____

Committee Chair Signature _____

Date: _____

**Women's Studies / Psychology Joint PhD Program
Prelim-WS 891 Exam**

Oral Defense Date: _____

Graduate Student Name: _____

Prelim/891 Title: _____
(Please attach seminar paper)

Prelim/891 Committee

- 1) Women's Studies affiliated faculty _____
- 2) Psychology affiliated faculty _____
- 3) Faculty with relevant expertise _____
(appointed in any department)
- 4) Additional faculty member _____

Committee Members Comments (attach a separate sheet if necessary):

_____ **Grade** (in addition, be sure to complete on-line grade entry for student)

_____ Examination Chair Date: _____

**Academic Progress Report
Women's Studies & PSC Psychology Doctoral Program**

Over the next several years, we will work collaboratively with you to bring success to your scholarly work and to your development as a teacher. The purpose of the academic progress report is to: document and reflect on your progress as a teacher and scholar; create an annual opportunity for you to meet with your advisor about your efforts; and obtain written feedback from your advisor.

You should

- complete a draft of this form including the statement described on page 6
- download your unofficial transcript (available through Wolverine Access)
- and prepare your CV

After you complete these steps you should meet with your advisor.

After that meeting, make any revisions to your documents and electronically send your CV, progress report, personal statement, and your transcript to the Women's Studies Graduate Student Services Coordinator. In the meeting or shortly thereafter, your advisor will draft a statement about your progress and will send it to you and the Women's Studies Graduate Office. *These are to be submitted before the end of the exam period in Winter term so please remind your advisor of that.*

We recommend setting up an appointment now with your advisor to be certain it takes place in time for this deadline.

Name: _____ Date: _____
 Address: _____ Phone: _____
 City, State: _____ Zip: _____

Advisor(s): _____ Dissertation Chair(s): _____

WOMEN'S STUDIES COURSEWORK (Please give reason for any incomplete grades and your plans for completion)

Course	Title	Term	Grade	Instructor	Comments
WS 501	Intro to Graduate Studies				
WS 530	Feminist Theory				
WS 60	Methods Course				
WS 891	Joint PhD Research				

PSYCHOLOGY COURSEWORK (Please give reason for any incomplete grades and your plans for completion)

Course	Title	Term	Grade	Instructor	Comments
Psych 613	Statistics I				
Psych 614	Statistics II				
Psych 619	Individual Research				

TIMETABLE FOR COMPLETION OF DEGREE MILESTONES

Milestone	Term	Date (if known)	Comments
4 th Term Review			
Prelims			
Psych 619			
Candidacy			
Prospectus Defense			
Diss Committee Form filed with Rackham			
Dissertation Defense			

Have you received any grades about which you have particular concerns? If so, please describe the grade and your concerns.

Indicate status of WS 891 project

- Completed
- In Progress
- Not yet begun

Expected Completion Date: _____

891 Committee:

Topic:

Indicate status of Psychology prelim:

- Completed
- In progress
- Not yet begun

Expected Completion Date: _____

If "in progress," what remains to be completed?

--

RESEARCH/DISSERTATION PLANS (For Candidates only)

Dissertation Committee Chair(s): _____

Members: _____

If you have revised your committee, have you filed your new form with Rackham? Yes No

Women's Studies requires an annual meeting with your full dissertation committee. Please indicate the date of the most recent meeting: _____

Please indicate precisely where you are in the dissertation process:

Is this a multi-paper dissertation single manuscript dissertation

Are you collecting data analyzing data writing up results

What point? (e.g. completed first paper and drafting second): _____

If a single manuscript, which portions have you drafted? _____

Has your advisor seen your chapters? Yes Not yet

If you are planning to defend soon, have you contacted Rackham? Yes No

If you are planning to defend this term, have you registered for Psychology 995? Yes No

Prospectus Title:	
Dissertation Title:	

TEACHING Please list all teaching appointments.

2 nd Year Fall	2 nd Year Winter	2 nd Year Summer
Course Name & No:	Course Name & No:	Course Name & No:
Supervisor if not solo:	Supervisor if not solo:	Supervisor if not solo:
Term & Year:	Term & Year:	Term & Year:
Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:
Median grade given:	Median grade given:	Median grade given:
3 rd Year Fall	3 rd Year Winter	3 rd Year Summer
Course Name & No:	Course Name & No:	Course Name & No:
Supervisor if not solo:	Supervisor if not solo:	Supervisor if not solo:
Term & Year:	Term & Year:	Term & Year:
Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:
Median grade given:	Median grade given:	Median grade given:
4 th Year Fall	4 th Year Winter	4 th Year Summer
Course Name & No:	Course Name & No:	Course Name & No:
Supervisor if not solo:	Supervisor if not solo:	Supervisor if not solo:
Term & Year:	Term & Year:	Term & Year:
Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:
Median grade given:	Median grade given:	Median grade given:
5 th Year Fall	5 th Year Winter	5 th Year Summer
Course Name & No:	Course Name & No:	Course Name & No:
Supervisor if not solo:	Supervisor if not solo:	Supervisor if not solo:
Term & Year:	Term & Year:	Term & Year:
Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:
Median grade given:	Median grade given:	Median grade given:
6 th Year Fall	6 th Year Winter	6 th Year Summer
Course Name & No:	Course Name & No:	Course Name & No:
Supervisor if not solo:	Supervisor if not solo:	Supervisor if not solo:
Term & Year:	Term & Year:	Term & Year:
Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:
Median grade given:	Median grade given:	Median grade given:

* The median score for Question 1 and Question 2 on Instructor Evaluations, found on the summary sheets for each set of evaluations. These scores are only part of an indication of your teaching progress.

Do you plan to apply to teach Women's Studies 253? Yes No Maybe Expected term/year: _____

FUNDING Please list all sources.

1st Year Fall	1st Year Winter	1st Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:
2nd Year Fall	2nd Year Winter	2nd Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:
3rd Year Fall	3rd Year Winter	3rd Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:
4th Year Fall	4th Year Winter	4th Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:
5th Year Fall	5th Year Winter	5th Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:

List any honors or awards received, presentations, or published papers accomplished during the last year.

Comment on any curricular, structural, financial or advising problems that you have encountered in the last year and indicate suggestions for improvement.

PLEASE ATTACH

1. A personal statement (approximately 250 words) describing your plans for moving forward in the coming year including teaching, research, presentations/publications, department service, career planning, job search, etc.
2. A statement from your advisor (below).

FOR ADVISOR COMPLETION

Please comment on the student's progress, indicating areas of strength and plans discussed for continuing improvement.

**Academic Progress Report
Women's Studies & Clinical Psychology Doctoral Program**

Over the next several years, we will work collaboratively with you to bring success to your scholarly work and to your development as a teacher and a clinician. The purpose of the academic progress report is to: document and reflect on your progress as a teacher and scholar; create an annual opportunity for you to meet with your advisor about your efforts; and obtain written feedback from your advisor.

You should

- complete a draft of this form including the statement described on page 7
- download your unofficial transcript (available through Wolverine Access)
- and prepare your CV

After you complete these steps you should meet with your advisor.

After that meeting, make any revisions to your documents and electronically send your CV, progress report, personal statement, and your transcript to the Women's Studies Graduate Student Services Coordinator. In the meeting or shortly thereafter, your advisor will draft a statement about your progress and will send it to you and the Women's Studies Graduate Office. *These are to be submitted before the end of the exam period in Winter term so please remind your advisor of that.*

We recommend setting up an appointment now with your advisor to be certain it takes place in time for this deadline.

Name: _____ Date: _____
 Address: _____ Phone: _____
 City, State: _____ Zip: _____

Advisor(s): _____ Dissertation Chair(s): _____

Please answer yes or no to each of these questions with respect to the **2008-2009 academic year** (September 1, 2008 through August 31, 2009). Please indicate yes or no.

- I am subject to the Americans with Disabilities Act: Yes No
- I am a Foreign National: Yes No
- I am a member of a professional or research society: Yes No
- I am an author or co-author of papers or workshops at professional meetings: Yes No
- I am an author or co-author of articles in professional or scientific journals: Yes No
- I am involved in grant-supported research: Yes No
- I am involved in teaching: Yes No
- I am involved part-time in delivery of professional services on or off campus: Yes No

WOMEN'S STUDIES COURSEWORK (Please give reason for any incomplete grades and your plans for completion)

Course	Title	Term	Grade	Instructor	Comments
WS 501	Intro to Graduate Studies				
WS 530	Feminist Theory				
WS 60	Methods Course				
WS 891	Joint PhD Research				
	Elective:				
	Elective:				
	Elective:				

PSYCHOLOGY COURSEWORK (Please give reason for any incomplete grades and your plans for completion)

Course	Title	Term	Grade	Instructor	Comments
Psych 613	Statistics I				
Psych 614	Statistics II				
Psych 619	Individual Research				

TIMETABLE FOR COMPLETION OF DEGREE MILESTONES

Milestone	Term	Date (if known)	Comments
4 th Term Review			
Candidacy Exam			
Psych 619			
Candidacy			
Prospectus Defense			
Diss Committee Form filed with Rackham			
Dissertation Defense			

Have you received any grades about which you have particular concerns? If so, please describe the grade and your concerns.

FOR FIRST YEAR STUDENTS Are you on schedule to complete all required courses (clinical core, statistics, cognates, "breadth") by the end of the next academic year? If not, please explain the situation.

Indicate status of Psych 619

- Completed
- In Progress
- Not yet begun

Completion Date: _____

619 Advisor: _____

619 Readers: _____

Topic:

Indicate status of WS 891 project

- Completed
- In Progress
- Not yet begun

Completion Date: _____

891 Advisor: _____

891 Committee: _____

Topic:

Indicate status of Psychology prelim:

- Completed
- Not yet begun

Completion Date: _____

RESEARCH/DISSERTATION PLANS (For Candidates only)

Dissertation Committee Chair(s): _____
 Members: _____

If you have revised your committee, have you filed your new form with Rackham? Yes No

Women's Studies requires an annual meeting with your full dissertation committee. Please indicate the date of the most recent meeting: _____

Please indicate precisely where you are in the dissertation process:

Have you held a prospectus meeting? Yes Not yet Date completed/expected: _____

Was your prospectus approved? Yes No Were revisions required? Yes No

Is this a multi-paper dissertation single manuscript dissertation

Are you collecting data analyzing data writing up results

What point? (e.g. completed first paper and drafting second): _____

If a single manuscript, which portions have you drafted? _____

Has your advisor seen your chapters? Yes Not yet

If you are planning to defend soon, have you contacted Rackham? Yes No

If you are planning to defend this term, have you registered for Psychology 995? Yes No

Prospectus Title:	
Dissertation Title:	

CLINICAL ACTIVITIES Please list all practicum and internship placements, including expected placement for next year.

2 nd Year Fall	2 nd Year Winter	2 nd Year Summer
Site:	Site:	Site:
Supervisor(s):	Supervisor(s):	Supervisor(s):
Term & Year:	Term & Year:	Term & Year:
Satisfactorily Completed? <input type="checkbox"/>	Satisfactorily Completed? <input type="checkbox"/>	Satisfactorily Completed? <input type="checkbox"/>
If not, what action taken?	If not, what action taken?	If not, what action taken?
3 rd Year Fall	3 rd Year Winter	3 rd Year Summer
Site:	Site:	Site:
Supervisor(s):	Supervisor(s):	Supervisor(s):
Term & Year:	Term & Year:	Term & Year:

Satisfactorily Completed? <input type="checkbox"/>	Satisfactorily Completed? <input type="checkbox"/>	Satisfactorily Completed? <input type="checkbox"/>
If not, what action taken?	If not, what action taken?	If not, what action taken?
4th Year Fall	4th Year Winter	4th Year Summer
Site:	Site:	Site:
Supervisor(s):	Supervisor(s):	Supervisor(s):
Term & Year:	Term & Year:	Term & Year:
Satisfactorily Completed? <input type="checkbox"/>	Satisfactorily Completed? <input type="checkbox"/>	Satisfactorily Completed? <input type="checkbox"/>
If not, what action taken?	If not, what action taken?	If not, what action taken?
5th Year Fall	5th Year Winter	5th Year Summer
Site:	Site:	Site:
Supervisor(s):	Supervisor(s):	Supervisor(s):
Term & Year:	Term & Year:	Term & Year:
Satisfactorily Completed? <input type="checkbox"/>	Satisfactorily Completed? <input type="checkbox"/>	Satisfactorily Completed? <input type="checkbox"/>
If not, what action taken?	If not, what action taken?	If not, what action taken?

TEACHING Please list all teaching appointments, including expected appointment for next academic year.

2nd Year Fall	2nd Year Winter	2nd Year Summer
Course Name & No:	Course Name & No:	Course Name & No:
Supervisor if not solo:	Supervisor if not solo:	Supervisor if not solo:
Term & Year:	Term & Year:	Term & Year:
Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:
Median grade given:	Median grade given:	Median grade given:
3rd Year Fall	3rd Year Winter	3rd Year Summer
Course Name & No:	Course Name & No:	Course Name & No:
Supervisor if not solo:	Supervisor if not solo:	Supervisor if not solo:
Term & Year:	Term & Year:	Term & Year:
Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:
Median grade given:	Median grade given:	Median grade given:
4th Year Fall	4th Year Winter	4th Year Summer
Course Name & No:	Course Name & No:	Course Name & No:
Supervisor if not solo:	Supervisor if not solo:	Supervisor if not solo:
Term & Year:	Term & Year:	Term & Year:
Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:
Median grade given:	Median grade given:	Median grade given:
5th Year Fall	5th Year Winter	5th Year Summer
Course Name & No:	Course Name & No:	Course Name & No:
Supervisor if not solo:	Supervisor if not solo:	Supervisor if not solo:
Term & Year:	Term & Year:	Term & Year:
Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:
Median grade given:	Median grade given:	Median grade given:

* The median score for Question 1 and Question 2 on Instructor Evaluations, found on the summary sheets for each set of evaluations. These scores are only part of an indication of your teaching progress.

Do you plan to apply to teach Women's Studies 253? Yes No Maybe Expected term/year: _____

Describe guest lectures to classes, mentoring--informal or formal--and any such teaching activities by you during the past academic year.

Describe any ways the program can enhance your teaching experiences and skills.

FUNDING Please list all sources.

1st Year Fall	1st Year Winter	1st Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:
2nd Year Fall	2nd Year Winter	2nd Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:
3rd Year Fall	3rd Year Winter	3rd Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:
4th Year Fall	4th Year Winter	4th Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:
5th Year Fall	5th Year Winter	5th Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:
6th Year Fall	6th Year Winter	6th Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:

List any honors or awards received, presentations, published papers/chapters/abstracts accomplished or research projects with which you have been involved during the last year.

Comment on any curricular, structural, financial or advising problems that you have encountered in the last year and indicate suggestions for improvement.

PLEASE ATTACH

1. A personal statement (approximately 250 words) describing your plans for moving forward in the coming year including teaching, research, presentations/publications, department service, career planning, job search, etc. Include any short-term and long-term goals and how Women's Studies and Clinical can help you achieve them.
2. A statement from your advisor (below).

FOR ADVISOR COMPLETION

Please comment on the student's progress, indicating areas of strength and plans discussed for continuing improvement.

Recommended Progress

WOMEN'S STUDIES AND SOCIOLOGY

Please Note: This timeline notes typical progress through the program. Your schedule may be slightly different depending on when certain courses are offered. *The requirements listed throughout this section are for joint WS/Sociology students enrolled prior to Fall 2009.*

First Year

Fall

- WS 501 – Proseminar in Women's Studies
- WS 530 – Feminist Theory
- SOC 500 – Orientation seminar
- SOC 505 – Theory and Practice
- SOC 510 – Statistics

Winter

- WS 602 or 603 – Approaches to Feminist Scholarship
- SOC 506 – Theory and Practice
- SOC 610 – Statistics
- Complete Annual Progress Report

Second Year

Fall

- SOC 507 – Logics and Strategies of Sociological Research Inquiry
- WS elective
- SOC elective

Winter

- 2 WS electives
- SOC elective
- Complete Annual Progress Report

Third Year

- Research practicum (SOC 522, 523 or SOC 532, 533 or SOC 542, 543 or SURMETH 600, 672, and 673)
- 2 SOC electives
- Work on WS 891
- Complete Annual Progress Report

Other Requirements

- Aug/Sept: take SOC prelim
- Fall: Fifth term review
- **Candidacy achieved** (after all course work completed and WS 891 2 pg proposal and bibliography approved by committee. Completion of WS 891 is not necessary to advance.)

Fourth Year

- Fall: Finish WS 891
- Complete professional paper requirement
- Complete prospectus (Winter)
- Begin data collection and analysis
- Update Annual Progress Report

Fifth Year

- Write and defend dissertation

Sociology & Women's Studies Requirements Checklist

Women's Studies Coursework – 19 or 22 credits

WS 501 – completed _____ 3 Electives:
WS 530 – completed _____ - completed _____
WS 601 – completed _____ - completed _____
WS 891 – completed _____ - completed _____

Sociology Coursework – 34 credits

Soc 500 – completed _____ Soc 507 – completed _____
Soc 505 – completed _____ Soc 506 – completed _____
Soc 510 – completed _____ Soc 610 – completed _____

Research Practicum – students must choose one sequence (A-D)

- A. Soc 522 - completed _____ Soc 523 - completed _____
B. Soc 532 - completed _____ Soc 533 - completed _____
C. Soc 542 - completed _____ Soc 543 - completed _____
D. Surmeth 600 - completed _____ Surmeth 672 - completed _____
 Surmeth 673 - completed _____

4 Electives

Elective _____ - completed _____
Elective _____ - completed _____
Elective _____ - completed _____
Elective _____ - completed _____

Candidacy Requirements – completed by the end of 3rd year

36 Required Fee Totals (RFTs)
all coursework completed
891 proposal/bibliography approved by committee
Sociology prelim

Other Requirements

5th Term Review (fall 3rd year)
Professional Paper requirement
Dissertation prospectus (defended within a year of completing WS 891)

PhD Program in Women's Studies and Sociology

Prelims

All students will take their first prelim exam in Sociology in one of the 8 designated program areas, i.e.

- Culture and Knowledge
- Economic Sociology and Organizations
- Gender and Sexuality
- Health, Aging and Life Course
- Power, History and Social Change
- Race and Ethnicity
- Social Demography
- Social Psychology

Each area has a committee appointed by the Sociology chair and most committees provide students with a reading list on which the exam is based. Students may study over the summer in groups using previous exam questions to guide them.

Joint students in WS and Sociology are exempt from the second prelim and will instead complete WS 891.

Fifth Term Reviews

The Women's Studies Program reviews all joint Sociology and Women's Studies students fall term of their third year, once they have completed the first prelim. This meeting is intended to offer the student and faculty members an opportunity to discuss the student's progress in the program and plans for future research. In other words, it is not a screening, but part of the mentoring process.

The Fifth Term Review has two main purposes: to assess the student's progress in the program and to map out a plan to the dissertation. The committee will ask questions about any gaps in the record to date; whether the student has any concerns about her training and if so, what additional training she might need; and the direction of her. The meeting can be thought of as part evaluative and part mentoring about the future. Most students find the meeting very helpful.

The student

1. Begins by selecting a committee. The review committee will consist of

- a faculty member affiliated with Women's Studies
- a faculty member affiliated with Sociology
- a faculty member with relevant expertise from any department

If faculty members are unfamiliar with the process, the Women's Studies Director of Graduate Studies will designate a committee chair, generally the joint person, and meet with him/her to discuss procedures.

2. Arranges a meeting time (students make arrangements with committee; must be before December 1). The meeting should be 1 ½ hours in duration. The student also coordinates a meeting space (in Sociology or Women's Studies). The WS Grad Student Services Coordinator will assist if necessary. Be sure to inform the Grad Student Services Coordinator of meeting time, place, and the composition of the committee.

3. Submits the following materials to the WS Grad Student Services Coordinator at least one week before the proposed meeting:

- short self-appraisal about progress and future research plans (2-3 pages)
- an unrevised writing sample of any length from any course (with or without instructor comments)

The WS Grad Student Services Coordinator will run an updated transcript, collect comments from all faculty members who have taught the student in a course, and create a fifth term review packet with all relevant information. The Women's Studies Grad Coordinator will distribute the packet of collected information to committee members in advance of the meeting.

The meeting will be an opportunity to:

- review and discuss the student's academic record
- review progress in the joint program, come up with ideas for WS 891 project, and other future research plans

The committee completes the fifth term review form (pg 50 of this handbook) and files it with the Women's Studies Grad Student Services Coordinator.

WS 891

WS 891 is an interdisciplinary research paper (that pilots the dissertation project – includes data, info from the archive) or critical literature review (broader than a prospectus; generally about 30-40 pages) meant to integrate learning in Sociology and Women's Studies and focuses on a topic pertinent to the dissertation. This can be completed in one term or over two terms.

It serves as your prelim in Women's Studies and replaces your 2nd prelim in Sociology.

1. Student begins by selecting a committee consisting of the following members:

- a faculty member affiliated with Women's Studies
- a faculty member affiliated with Sociology
- a faculty member with relevant expertise from any department

This committee may or may not be the same as the committee for your 5th term review.

2. The student writes a 1-2 page 891 proposal that the 891 committee must approve. There is not a meeting for this; students distribute the proposal via email or in-person to the committee members. The committee chair will communicate to the WS graduate office when the proposal is approved. This is necessary for advancement to candidacy.

3. The student must then sign up for WS 891 for 1 or 2 terms under her/his advisor's indie number.

Note: You may complete your 891, which is a research paper or critical literature review, in one or two terms. If you choose two terms, you would read and/or collect data in the Winter of your third year and write it up in Fall term of your 4th year. Winter term you will receive a "Y" (extended course) and Fall term the "Y" will be converted to a grade. This process may also be completed in one term. Either way, WS 891 will be completed when it has been defended in a two hour oral exam with the whole committee.

WS891 must be completed by the end of Fall term of the 4th year.

The student is responsible for:

- selecting a committee
- establishing a meeting time
- scheduling a meeting room
- distributing proposal and paper to committee

Please fill out the requisite form (Sociology WS 891 Form, pg 51 of this handbook) for the defense and file it with the Women's Studies Grad Student Services Coordinator.

Professional Paper

The Professional Paper requirement is intended to facilitate the development of the skills and experiences necessary for writing professional papers.

To fulfill the requirement, a faculty member must certify that the student has produced a paper suitable for presentation at a professional meeting or conference or submission to a refereed journal.

The requirement can be satisfied in a number of ways:

- by producing a paper in a research practicum
- by revising a paper begun in a practicum
- by producing a paper from a seminar
- by doing an original research paper for the second prelim exam (WS 891)
- by producing a paper in consultation with a faculty member

Faculty of the Women's Studies and Sociology Doctoral Program:

Budgeted Faculty:

Non-Budgeted Faculty:

Renee Anspach
Fatma Muge Gocek
Karin Martin
Pamela Smock

Affiliated Faculty:

Peggy Somers

**Women's Studies / Sociology Joint PhD Program
5th Term Review**

Review Date: _____

Graduate Student Name: _____

Writing Sample Title: _____
(please attach seminar paper)

Overall Recommendation:

Committee is satisfied student is making good progress.

Student is making good progress but Committee has the following concerns:

The Committee has serious concerns and recommends:

5th Term Review Committee

- 1) Women's Studies affiliated faculty _____
- 2) Sociology affiliated faculty _____
- 3) Faculty with relevant expertise _____
(appointed in any department)
- 4) Additional faculty member _____

Committee Chair Signature _____

Date: _____

**Women's Studies / Sociology Joint PhD Program
Prelim-WS 891 Exam**

Oral Defense Date: _____

Graduate Student Name: _____

Prelim/891 Title: _____
(Please attach seminar paper)

Prelim/891 Committee

- 1) Women's Studies affiliated faculty _____
- 2) Sociology affiliated faculty _____
- 3) Faculty with relevant expertise _____
(appointed in any department)
- 4) Additional faculty member _____

Committee Members Comments: (attach a separate sheet, if necessary)

_____ **Grade** (in addition, be sure to complete on-line grade entry for student)

_____ Examination Chair Date: _____

**Academic Progress Report
Women's Studies & Sociology Doctoral Program**

Over the next several years, we will work collaboratively with you to bring success to your scholarly work and to your development as a teacher. The purpose of the academic progress report is to: document and reflect on your progress as a teacher and scholar; create an annual opportunity for you to meet with your advisor about your efforts; and obtain written feedback from your advisor.

You should

- complete a draft of this form including the statement described on page 6
- download your unofficial transcript (available through Wolverine Access)
- and prepare your CV

After you complete these steps you should meet with your advisor.

After that meeting, make any revisions to your documents and electronically send your CV, progress report, personal statement, and your transcript to the Women's Studies Graduate Student Services Coordinator. In the meeting or shortly thereafter your advisor will draft a statement about your progress and will send it to you and the Women's Studies Graduate Office. *These are to be submitted before the end of the exam period in Winter term so please remind your advisor of that.*

We recommend setting up an appointment now with your advisor to be certain it takes place in time for this deadline.

Name: _____ Date: _____

Address: _____ Phone: _____

City, State: _____ Zip: _____

Advisor(s): _____

Prelim Chair(s): _____ Dissertation Chair(s): _____

WOMEN'S STUDIES COURSEWORK (Please give reason for any incomplete grades and your plans for completion)

Course	Title	Term	Grade	Instructor	Comments
WS 501	Intro to Graduate Studies				
WS 530	Feminist Theory				
WS 60	Methods Course				
WS 891	Joint PhD Research				

SOCIOLOGY COURSEWORK (Please give reason for any incomplete grades and your plans for completion)

Course	Title	Term	Grade	Instructor	Comments
SOC 500	Orientation Seminar				
SOC 505	Theory & Practice				
SOC 506	Theory & Practice				
SOC 507	Research Logic				
SOC 510	Statistics				
SOC 610	Statistical Methods				

	Research Practicum				
	Research Practicum				

TIMETABLE FOR COMPLETION OF DEGREE MILESTONES

Milestone	Term	Date (if known)	Comments
5 th Term Review			
Prelim			
Professional Paper			
891 Proposal Approved			
Candidacy			
Prospectus Defense			
Diss Committee Form filed with Rackham			
Dissertation Defense			

Have you received any grades about which you have particular concerns? If so, please describe the grade and your concerns.

Indicate status of WS 891 project

- Completed
- Proposal approved and work underway
- Proposal being developed
- Not yet begun

Expected Completion Date: _____

891 Committee: _____

Topic:

Indicate status of Sociology prelim:

- Completed
- In progress
- Not yet begun

Expected Completion Date: _____

Prelim Committee: _____

If "in progress," what remains to be completed?

--

RESEARCH/DISSERTATION PLANS (For Candidates only)

Dissertation Committee Chair(s): _____

Members: _____

If you have revised your committee, have you filed your new form with Rackham? Yes No

Women's Studies requires an annual meeting with your full dissertation committee. Please indicate the date of the most recent meeting: _____

Please indicate precisely where you are in the research process:

Is this a multi-paper dissertation single manuscript dissertation

Are you collecting data analyzing data writing up results

What point? (e.g. completed first paper and drafting second): _____

If a single manuscript, which portions have you drafted? _____

Has your advisor seen your chapters? Yes Not yet

If you are planning to defend soon, have you contacted Rackham? Yes No

If you are planning to defend this term, have you registered for Sociology 995? Yes No

Prospectus Title:	
Dissertation Title:	

TEACHING Please list all teaching appointments.

2nd Year Fall	2nd Year Winter	2nd Year Summer
Course Name & No:	Course Name & No:	Course Name & No:
Supervisor if not solo:	Supervisor if not solo:	Supervisor if not solo:
Term & Year:	Term & Year:	Term & Year:
Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:
Median grade given:	Median grade given:	Median grade given:
3rd Year Fall	3rd Year Winter	3rd Year Summer
Course Name & No:	Course Name & No:	Course Name & No:
Supervisor if not solo:	Supervisor if not solo:	Supervisor if not solo:
Term & Year:	Term & Year:	Term & Year:
Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:
Median grade given:	Median grade given:	Median grade given:
4th Year Fall	4th Year Winter	4th Year Summer
Course Name & No:	Course Name & No:	Course Name & No:
Supervisor if not solo:	Supervisor if not solo:	Supervisor if not solo:
Term & Year:	Term & Year:	Term & Year:
Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:
Median grade given:	Median grade given:	Median grade given:
5th Year Fall	5th Year Winter	5th Year Summer
Course Name & No:	Course Name & No:	Course Name & No:
Supervisor if not solo:	Supervisor if not solo:	Supervisor if not solo:
Term & Year:	Term & Year:	Term & Year:
Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:
Median grade given:	Median grade given:	Median grade given:
6th Year Fall	6th Year Winter	6th Year Summer
Course Name & No:	Course Name & No:	Course Name & No:
Supervisor if not solo:	Supervisor if not solo:	Supervisor if not solo:
Term & Year:	Term & Year:	Term & Year:
Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:	Median Eval for Q1 and Q2*:
Median grade given:	Median grade given:	Median grade given:

* The median score for Question 1 and Question 2 on Instructor Evaluations, found on the summary sheets for each set of evaluations. These scores are only part of an indication of your teaching progress.

Do you plan to apply to teach Women's Studies 253? Yes No Maybe Expected term/year: _____

FUNDING Please list all sources.

1st Year Fall	1st Year Winter	1st Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:
2nd Year Fall	2nd Year Winter	2nd Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:
3rd Year Fall	3rd Year Winter	3rd Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:
4th Year Fall	4th Year Winter	4th Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:
5th Year Fall	5th Year Winter	5th Year Summer
<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other	<input type="checkbox"/> Fellowship <input type="checkbox"/> GSI <input type="checkbox"/> GSRA <input type="checkbox"/> Other
Name of Fellowship:	Name of Fellowship:	Amount:
Awarded By:	Awarded By:	Awarded By:
Term & Year:	Term & Year:	Term & Year:

List any honors or awards received, presentations, or published papers accomplished during the last year.

Comment on any curricular, structural, financial or advising problems that you have encountered in the last year and indicate suggestions for improvement.

PLEASE ATTACH

1. A personal statement (approximately 250 words) describing your plans for moving forward in the coming year including teaching, research, presentations/publications, department service, career planning, job search, etc.
2. A statement from your advisor (below).

FOR ADVISOR COMPLETION

Please comment on the student's progress, indicating areas of strength and plans discussed for continuing improvement.

Petitioning

Requests for exceptions to any Women's Studies program regulations must be made to the Women's Studies Director of Graduate Studies. In some cases, the Director of Graduate Studies may wish to consult the DPC.

Satisfactory Progress

Satisfactory progress is defined as maintaining an appropriate academic record, reaching the various stages of progress in the program at or near the expected time, and, for students supported by GSIs, giving evidence of satisfactory teaching. Cases of students not maintaining satisfactory progress will be reviewed by the Graduate Director and referred, if necessary, to the DPC.

To maintain satisfactory academic standing, graduate students must make satisfactory progress toward their degrees and have a minimum Rackham cumulative grade point average (GPA) of "B" (5.0 on a 9 point scale) as well as a minimum GPA of "B" for all graduate courses taken for credit and applied towards the degree programs. Students who fall below this average are placed on academic probation.

Students are expected to finish Incompletes in a timely manner.

The Women's Studies Department takes satisfactory progress into account in awarding teaching support and internal fellowships.

Stages of Satisfactory Progress

- A satisfactory third-term review (English)
fourth-term screening (History)
fourth-term review in WS (Psychology)
fifth-term review in WS (Sociology)
- Achieving candidacy
typically by the 3rd year (English, Psychology, Sociology)
typically by the 4th year (History)
- Completing prelim exams and WS 891 by the beginning of the 4th year
- Submitting an approved dissertation pre-prospectus in the 3rd year (English) and prospectus typically by the 4th year (all programs)
- Completing the degree within 10 terms of support (History, Psychology and Sociology) or 12 terms of support (English)

Please keep both Women's Studies and your department informed of any exceptions made to requirements and your progress on requirements. If your progress involves filling out forms, please file them with both units.

Transferring Credits

All proposals to satisfy program requirements using coursework from a program outside University of Michigan must be discussed with the Director of Graduate Studies in both Women's Studies and your department.

Graduate credits may be transferred to Master's degree programs only. However, although course credits cannot be transferred to your PhD program, graduate work done elsewhere may be used to satisfy certain requirements but will not appear on the University transcript.

English

You may transfer a **maximum of 6 graduate credit hours** for English courses taken at other institutions, not used as credit toward another degree. These credits may not satisfy 800-level seminar requirements unless approved by the Director of Graduate Studies in both Women's Studies and the English department. Transfer credits may not be used to satisfy the language requirement.

Students may not transfer credit prior to posting their MA at Michigan. Paperwork to transfer credits should be submitted at the same time as the application for the Michigan MA is submitted.

History

In the case of a relevant MA, the graduate school will reduce by 18 credits the number of credits required for the Ph.D.

In some cases, an MS thesis may be counted toward the 700-level research seminar requirement. In any case, only one seminar course may be waived (but not WS 891); the other must be taken on campus.

A language requirement fulfilled in an MA program at another institution may count toward your language requirements at Michigan.

Psychology

To use an MA thesis to fulfill a research seminar requirement or count a cognate or statistics requirement taken elsewhere towards your Psychology requirements at Michigan, you must discuss the matter with your area chair.

Sociology

A small number of courses are required by all graduate students: Sociology 505, 506 (Theory); Sociology 510, 610 (Statistics); and Sociology 507 (Logics and Strategies of Research). Petitions seeking to waive any of these courses must demonstrate not only that the student has previously done such reading, but that he/she has mastered the intellectual material. In all cases,

petitions must be submitted to and approved by the Committee on Administration of Graduate Affairs (CAGA) in Sociology.

Exceptions: students may be excused from Sociology 510 by taking an exam. Students may be excused from Sociology 610 by substituting another course or demonstrating command of the material. (See the Sociology handbook for more information.)

Required Fee Totals (RFTs)

Students enrolled in Rackham must accumulate a minimum number of credits for which Rackham fees are assessed, call the Required Fee Total (RFT). No more than nine credits may be counted toward a full term (five in a half term), regardless of the number of academic hours elected.

Doctoral students must accumulate at least 68 fee hours (which is typically achieved by the end of the 9th term). At least 36 fee hours must be accumulated prior to candidacy.

If you have an MA degree that is relevant to your doctoral program at Michigan, you may apply to have your Rackham Fee Total requirements reduced by 18 RFTs. The reduction in RFTs will be made when the Office of Academic Records and Dissertations receives a memo from you department or program verifying the relevance of the master's degree with an enclosed official transcript from the institution that granted the degree.

Master's Degrees

The University of Michigan does not offer joint Master's degrees. You may, however, receive an MA in English, History, Psychology or Sociology on your way to completing the requirements for the joint Women's Studies PhD.

MA Degree in English, History, Psychology or Sociology

To receive an MA from your department while continuing in the joint WS PhD program, you must complete all requirements for the MA as stipulated by your department. To request the MA:

- Complete a Rackham "Dual Degree/Program" form, available from either WS or your department.
- Apply to graduate through Wolverine Access.

You are not required to request an MA degree. If you wish to receive the diploma, you must file the application whether or not you plan to attend graduation ceremonies.

MA Degree in Women's Studies

The MA in Women's Studies is only available to students who are leaving the joint PhD program after two years. Students who choose to leave the program or, in exceptional cases, are asked to leave the program after a formal review, may request an MA degree in either Women's Studies or their discipline. To receive an MA in Women's Studies, a student must have completed all requirements for the PhD including WS 891.

You may receive an MA degree only three times a year: end of Fall term (December), end of Winter term (April) and end of Spring/Summer term (August). If you do not submit the necessary paperwork by the Rackham deadline, you will not receive your degree until the end of the following term. Exact deadlines vary year to year.

Continuous Enrollment

The Dean and the Executive Board of the Rackham Graduate School have approved the adoption of a continuous enrollment for PhD students at the University of Michigan, to become effective in the Fall Term 2010.

Once admitted to a PhD program, students will register every fall and winter term until their degree is awarded, unless they are taking an official leave of absence. Detached study will no longer exist. Requirements for registration in the summer will not change. Students will register in spring or summer terms only when they elect courses, take preliminary examinations, or defend their dissertations.

Detached Study and Leaves of Absence

Detached study

Students who go on detached study must fill out a Rackham Detached Study Form, available from <http://www.rackham.umich.edu/downloads/oard/forms/detachedstudy.pdf>. This form must be signed by the Graduate Director of either WS or your department.

The period of detached study must be no longer than 12 months.

In order for a student to retain library privileges, a copy of the detached study form must be taken to the Graduate Library Circulation Services desk or an email message can be sent to grad.library.cir@umich.edu. In order to retain email privileges, the Detached Study form must be submitted to the ITD accounts office in the basement of the Michigan Union.

Leaves of Absence

To obtain a leave of absence, a student must write a formal letter of petition to the Graduate Chairs of both Women's Studies and the department. There is no special form.

If a student has not yet achieved candidacy and takes a leave of absence for one academic year or more, that student must apply for readmission to the joint PhD program.

2006-2007 Memo Regarding Teaching Assignments

To: WS joint PhD students
From: Women's Studies Director of Graduate Studies

Your letter of admission guarantees you 2 semesters of teaching in WS, but we cannot promise you either an assignment to a particular course or when you will be offered the opportunity to teach. Please keep the following principles in mind when you are applying for teaching in Women's Studies and in planning a multi-year funding strategy:

- 1) WS students usually teach in their other department their second year and then become eligible to teach in Women's Studies their third year. Women's Studies tries to accommodate all teaching requests from joint PhD students for their third year in the program, but this may not always be possible.
- 2) Students may serve as GSIs in the following courses: WS 220 Women and Health; WS 240 Introduction to Women's Studies; WS 245 Introduction to LGBTQ Studies; WS 253 Special Topics, individually designed and taught by an advanced graduate student; WS 270 Gender and the Law; WS 295 Sexuality and Western Culture; WS 300 Men's Health; WS 400 Women's Reproductive Health; WS 419 Group Facilitation in Women's Studies; WS 420 Group Facilitation in Women's Studies.
- 3) It may not be possible to offer everyone 2 semesters in the same year or in the same course.
- 4) In order to provide teaching experience to as many students as possible, no student may teach the same course for more than 4 semesters.

Students will be offered positions in WS 240 according to the following criteria:

- 1) Women's Studies joint PhD students have priority over all other applicants
- 2) Eligibility: Students with prior teaching experience who have not yet taught for 2 semesters in Women's Studies have priority over those with no teaching experience or who have already taught for 2 semesters in Women's Studies
- 3) Seniority: More advanced students have priority over more junior students e.g., 4th year students have priority over 3rd year students
- 4) Need for diversity: We try to form a team made up of people from different disciplines and who represent diversity in race, ethnicity, sexuality, and nationality.
- 5) Continuity: Students who are able to commit to both semesters may be given priority over those who want or need only one semester.

Faculty teaching other Women's Studies courses sometimes have to consider expertise that WS students do not have. Thus, joint PhD students are not always given priority over other applicants in these courses. However, faculty are directed to give priority to joint PhD students when they do have the necessary qualifications for the position.

The purpose of these guidelines is to distribute teaching opportunities fairly while meeting the specific teaching needs of the program. If you have further questions or concerns, please direct them to the Director of Undergraduate Studies (who oversees GSI hiring) or the Director of Graduate Studies (who is responsible for graduate student funding). Final decisions will be made jointly by the two directors.

Teaching Opportunities

All joint PhD students are guaranteed one year (two terms) of teaching in their department and one year (two terms) of teaching as a Graduate Student Instructor (GSI) in Women's Studies. Students may apply for additional terms of teaching in both their department and Women's Studies. In general, no GSI may teach the same course in Women's Studies for more than two years.

Joint PhD students most often teach in their department for a year before applying to teach in Women's Studies.

Even if you have been guaranteed teaching in Women's Studies, you must go through the application process.

Consult poster and/or website in early January for available teaching positions.

- Application materials available mid-January
- GSI information meeting mid to late January (before application deadline)
- WS 253 applications due early February
- Other applications due early March
- Applicants notified by mid April

The majority of GSI fractions in Women's Studies are a .5, offering full tuition, health insurance and stipend.

Most GSI positions involve leading discussion sections in a large, faculty-taught lecture class. In some courses, you may be invited to give a lecture. Teaching WS 240, in addition to leading discussion sections, involves collaborating with the instructor and the other GSIs on the syllabus over the summer or the previous term and delivering two lectures during the term.

WS 253

Advanced students in the joint doctoral programs may apply to teach WS 253, a self-designed 3-credit class. One section of WS 253 is offered every term.

Applicants are asked to submit:

- a syllabus
- a teaching statement
- a sample assignment

Each Winter term, the DPC selects two students to teach the following year.

The Graduate Director will advise on final course preparations and be available for consultation during the term a student is teaching.

Applications for WS 253 go through the regular Women's Studies GSI application process. Applications are due in early February.

Pedagogical Training

All students teaching for the first time are required to take a CRLT GSI training course.

Research Grants from Women's Studies

The WS Department is able to offer graduate students in the joint PhD programs a grant of **\$400 per year**. These funds may be used for travel to conferences, to research collections, or for other research expenses. For students in English and Psychology, \$200 will come from Women's Studies and \$200 from the respective department.

Before applying to Women's Studies, students should access their Rackham Travel Grant (all students are eligible for one per year) and their Rackham Graduate Student Research Grant, if appropriate. Women's Studies research grants may not be used for the same expenses covered by the Rackham grants.

Students who apply for travel funds should send an email, before traveling, to Aimee Germain (aimgerm@umich.edu) with the following information

- name of conference/collection
- date of conference and/or place of conference/collection
- title of your paper/description of research plans
- a brief budget of estimated expenses
- other sources of funding for the trip

Within one month of your trip, please submit itemized original receipts for all expenses to Shelley Shock.

Funds can be distributed in several ways: by reimbursement, as a travel advance, or by Women's Studies staff paying for an expense on a University P-Card. All of these methods require you to submit your receipts. To make arrangements to receive funds, speak with Shelley Shock or Karen Cox at least one week in advance of your trip.

Job Search Expense Coverage from Women's Studies

The WS Program is able to offer graduate students in the joint PhD programs a grant of **\$100 total per student** to cover job search expenses. These funds may be used for postage, business cards, overnight mail, graduate letter service costs, etc. Funds are provided to reimburse expenses and are not provided as a grant. Please submit itemized original receipts for all expenses to Shelley Shock.

Women's Studies letterhead may be used for job search letters. See Shelley Shock to receive a reasonable amount of letterhead.

Awards

WS Departmental awards

These funds are provided by Rackham and awarded by the Women's Studies Department. They are distributed on a competitive basis and decided by the DPC.

Humanities Research: Candidacy Fellowship WS receives **1 award** every year

For students in the humanities and humanities-related social sciences to decrease time toward degree. Usually awarded the first semester of candidacy for spring/summer and one fall or winter term. Support includes a monthly stipend of \$2000, tuition and fees, and GradCare.
WS deadline: early March.

Humanities Research: Dissertation Fellowship WS receives **1 award** every year

For students in the humanities and humanities-related social sciences to decrease time toward degree. Students must be completing their degree within six years to be eligible for this fellowship. Support includes a monthly stipend of \$2000 and GradCare for three terms (fall, winter, and spring/summer), and tuition for two terms, usually fall and winter.
WS deadline: early March

One-term dissertation fellowships WS receives a total of **4 awards** every year

To speed the process of completing the dissertation and to fund the defense term. Awarded at the writing stage of the dissertation. Students must have filed a dissertation committee with Rackham. Support includes stipend of \$8000 for the term, tuition and fees, and GradCare.
WS deadline: early March

Women's Studies summer funding

Summer funding from the Department of Women's Studies is aimed at enabling joint doctoral program students to make their research endeavors their primary summer activity. These funds may be used toward research expenses, which may include time to read and write, analyze data, and/or prepare research as well as research specific expenses such as expenses while at an archive, research participant fees, transcriber fees, etc. Amounts vary from year to year and funding is not guaranteed.
WS deadline: early March

Dorothy McGuigan Graduate Prize (awarded by the DPC)

For the best essay written by a graduate student on an interdisciplinary Women's Studies topic. Includes an award of approximately \$500.
WS deadline: mid February

WS Departmental nominated awards

These awards are administered by Rackham; each unit is invited to nominate candidates. Students submit applications to the DPC, which will decide on the final nominee(s).

Joint PhD students are encourage to seek nomination via the Women's Studies Department, but may also seek nominations via their department.

<http://www.rackham.umich.edu/Fellowships>

Rackham Predoctoral Fellowship up to 5 nominees

For outstanding students who will complete the dissertation in the year in which they hold the fellowship and who will complete the doctorate within six years of beginning their program. Fellowship includes a monthly stipend of \$2150, tuition and fees, and GradCare for 3 terms. *Rackham deadline: mid January; WS deadline: mid November*

International Student Fellowship up to 2 nominees

For students in their second or third term of study who are neither US citizens nor permanent residents. Fellowship includes a stipend of \$7500. *Rackham deadline: mid October; WS deadline: late September*

Outstanding GSI award up to 2 nominees

For students who have demonstrated exceptional ability and creativity as teachers; continuous growth as teachers; service as outstanding mentors and advisors to students and colleagues; growth as scholars. Students must have served as GSIs for at least two terms. Past value of the award was \$1000.

Rackham deadline: mid March; WS deadline: early November

Sweetland Dissertation Writing Institute up to 3 nominees

<http://www.lsa.umich.edu/swc>

For students stalled in completing the dissertation. For Spring term: 6 hrs a day for 8 weeks, stipend of \$3000.

Deadline: early March

Fellowships for women

Barbour Scholarship 1 nominee

For women who are citizens of countries in what was once the “Orient” (Eastern countries in the region extending from Turkey on the west to Japan and the Philippines on the East). Students must not be a permanent resident or citizen of the US; must not be married to a permanent resident or citizen of the US; must intend to return to their native country upon receipt of degree and devote themselves to a professional career. Must have completed two full terms of graduate work at UM. Scholarship includes a stipend of \$15,600 for Fall and Winter, tuition and fees, and GradCare.

Rackham deadline: early January; WS deadline: mid November

Susan Lipschutz, Margaret Ayers Host and Anna Olcott Smith Awards 1 nominee

For women graduate students pursuing a doctoral degree in any Rackham program who have achieved candidacy and have demonstrated particular commitment to their community and the university. Must have a cumulative GPA of 7.6. Stipend amount varies; generally 3 awards of \$5000.

Rackham deadline: late January; WS deadline: late November

Mary Malcomson Raphael Fellowship 1 nominee

<http://www.umich.edu/~cew>

For women graduate students in the humanities or social sciences who have completed at least two terms at the UM. Students must demonstrate academic excellence and capacity for intellectual growth; clarity of scholarly and professional goals; potential to make a contribution of exceptional usefulness to society. Application includes a financial need statement. Stipend is dependent on student-generated budget.

CEW deadline: early February; WS deadline: mid November

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Barbara A. Oleshansky Award (available only to Psychology students)

<http://www.lsa.umich.edu/psych/grad/awards/info/award.asp?id=38>

To assist outstanding women graduate students who demonstrate financial need. Two research awards of \$500. Students apply directly to the Psychology Department.

Psychology deadline: mid October

IRWG awards

Students apply directly to IRWG.

<http://www.umich.edu/~irwg/>

Research Award Program

Graduate student funding program for research, scholarship and creative activities focusing on women and gender. Up to \$500.

Deadline: November

Community of Scholars

For graduate students planning or conducting research, scholarship and creative activities focusing on women and gender. Each awardee participates in a weekly seminar during May and June and offers a public presentation of their work during the following academic year.

Fellowships are for 4 months (summer). Fellowship includes a stipend of \$1800 per month May-Aug and GradCare if student has no other coverage.

Deadline: November

Boyd/Williams Sisters Fund

A dissertation grant award for research on women and work that promotes knowledge and enhances understanding of the complexities of women's roles in relation to their paid and unpaid work. One grant of \$1500.

Deadline: March

UNIVERSITY NOMINATED AWARDS

Students apply directly to the fellowship program.

This is only a selection.

Global Ethnic Literatures Seminar Fellowship 6 graduate fellowships available

<http://www.lsa.umich.edu/complit/gels>

The purpose of the seminar is to encourage the study of ethnic literature, art, music, and culture at the global level. Each fall 6 students will be supported in a weekly seminar that will include 4 faculty members and be joined by 7-8 visiting speakers. Students must have achieved candidacy. Fellowship includes a stipend equal to a .5 GSI fraction for Fall term and \$3000 for the summer before, tuition and fees, and GradCare.

Deadline: early January

Institute for the Humanities 6 graduate fellowships available

<http://www.lsa.umich.edu/humin/fellowshipsgrants/fellowships/grad/>

The Institute for the Humanities promotes interdisciplinary research and discussion in the humanities and the arts. Graduate student fellows are in residence for 10 months and attend a weekly two-hour Fellows seminar. Students must have achieved candidacy. They must demonstrate interest in interdisciplinary work in terms of the breadth of their academic experience and the dissertation project. The dissertation project must include humanities

content. Former or current holders of the Rackham Predoctoral Fellowship are not eligible. Fellowship includes a stipend of \$2640 per months for 10 months beginning either July or September, tuition for two terms, and GradCare.

Deadline: January 9, 2009

Sweetland Writing Center Fellows Seminar 8 graduate student fellowships available
<http://www.lsa.umich.edu/swc>

The Sweetland Writing Center provides a seminar to bring together faculty and experienced GSIs committed to the integration of writing into their courses.

Fall: seminar; Winter: teach Eng 125

Deadline: mid March

There are many external sources of funds. One useful link to identify some is

<http://www.lib.msu.edu/harris23/grants/3womenst.htm>

American Associate of University Women (AAUW)

For US citizens/residents: www.aauw.org/fga/fellowships_grants/american.cfm

For non-US citizens/residents: www.aauw.org/fga/fellowships_grants/international.cfm

Women's Studies Application
RACKHAM HUMANITIES RESEARCH (Candidacy) FELLOWSHIP

Rackham Humanities Research Fellowships have been established to increase the number of doctoral students in the humanities and humanities-related social sciences who complete the PhD and to decrease the time it takes to complete the degree. Candidates must have achieved candidacy within three years. Candidacy fellowships are meant to support students as they develop a dissertation prospectus. Candidates are expected to have their prospectus approved by the end of the fellowship term.

Women's Studies has 1 Rackham Humanities Research (Candidacy) Fellowship.

Name: _____

Department: _____

(Possible) dissertation committee:

Chair: _____

Members: _____

Date admitted to candidacy: _____

Term of award (circle one): spring/summer & fall 2009
winter & spring/summer 2010

Additional and/or alternative sources of support for 2009/2010 (Please indicate which you have applied for and when you will receive the outcome. Because funds are limited, it's important that you apply for any possible sources.) _____

Please fill out this application and include the following:

- 1) a short statement describing how and where the tenure of the fellowship will be spent
- 2) a 2-3 pp "pre-prospectus" describing your current plans for the dissertation project—what questions it will seek to answer, what methods it will use, and what materials it will consider
- 3) a letter or email from your primary advisor or dissertation chair in support of your application

Return the completed application by mid-March to:
Graduate Coordinator
1122 Lane Hall

For additional information:
<http://www.rackham.umich.edu/rns.php?faqid=1966>

Women’s Studies Application
RACKHAM HUMANITIES RESEARCH (Dissertation) FELLOWSHIP

Rackham Humanities Research Fellowships have been established to increase the number of doctoral students in the humanities and humanities-related social sciences who complete the PhD and to decrease the time it takes to complete the degree. Candidates must have achieved candidacy within three years and not be past their sixth year in the program. Dissertation fellowships are awarded for three consecutive terms (i.e. 12 months) to students completing their dissertation.

Women’s Studies has 1 Rackham Humanities Research (Dissertation) Fellowship.

Name: _____

Department: _____

Dissertation committee (*you must have filed a Dissertation Committee Form with Rackham to be considered for this award*):

Chair: _____

Members: _____

Date admitted to candidacy: _____

Terms of award (circle three): spring/summer 2009
fall 2009
winter 2010
spring/summer 2010

Additional and/or alternative sources of support for 2009/2010 (Please indicate which you have applied for and when you will receive the outcome. Because funds are limited, it’s important that you apply for any possible sources.) _____

Please fill out this application and include the following:

- 1) a short statement describing how and where the tenure of the fellowship will be spent
- 2) a 2-3 page statement describing your dissertation project
- 3) a letter or email from your primary advisor or dissertation chair in support of your application

Return the completed application by mid-March to:
Graduate Coordinator
1122 Lane Hall

For additional information:
<http://www.rackham.umich.edu/rns.php?faqid=1966>

WOMEN'S STUDIES SUMMER FUNDING APPLICATION 2009

This year the Women's Studies Department has funds available for research support for joint PhD students to use during the summer months. Summer support is not guaranteed and amounts will vary depending on the total funds available and the number of applicants. Please do not apply for summer funds to purchase computers or other equipment. NOTE: First year students who receive summer fellowships may only apply for research expenses from Women's Studies in their first summer.

The Doctoral Programs Committee invites you to apply for summer funding. By September 30, 2009, you will need to submit a brief report on how the supplementary summer support assisted in advancing your research project. These reports are submitted to Rackham.

Name: _____

Department: _____

Amount requested from Women's Studies: _____

How grant will be used: _____

Additional and/or alternative sources of support for summer 2009 (Please indicate which you have applied for and when you will receive the outcome. Because funds are limited, it's important that you apply for any possible sources.) _____

All students need to have accessed their Rackham Research Fund allotments (where appropriate) – \$1500 pre-candidacy and \$3000 post-candidacy – before applying to Women's Studies. Please indicate when you used these funds: _____

Sources of support during previous summers: _____

Please fill out this application and include the following:

- 1) a 1 page statement (maximum) detailing your summer plans, including where you plan to be. Please focus your statement on how funding will help further your research.
- 2) If funds are for research expenses such as expenses while at an archive, research participant fee, transcriber fees, etc., please provide a brief budget with specific dollar amounts listed.
- 3) a letter or email from your primary advisor or dissertation chair in support of your application

**Return the completed application by mid- March to:
Graduate Coordinator
1122 Lane Hall**

Ten-Term Rule

The ten-term rule specifies that no graduate student may receive more than ten terms of support from the College of LS&A, including teaching and fellowships. A term (or the equivalent partial terms) of support is defined as a full term in which the student has a complete tuition remission and a stipend, whether or not that stipend is earned by teaching. Non-teaching terms of support from departmentally administered Regents and departmental fellowships thus count towards this limit.

The following count towards the College's ten-term rule

- **All college and departmental fellowships**

Departmental Fellowship

Departmentally administered Regents Fellowship

- **All GSI appointments of .25 or higher**
- **Two terms of .2 or less gradership**

Rackham fellowships (RMFs, one-term dissertation fellowships, and Humanities Research fellowships) do not count toward the College's ten-term rule.

For complete information, please see: <http://www.lsa.umich.edu/students/graduate>