



Graduate Student Guide



UNIVERSITY OF
NOTRE DAME

College of Arts and Letters

GRADUATE GUIDE
DEPARTMENT OF ANTHROPOLOGY, PhD PROGRAM
THE UNIVERSITY OF NOTRE DAME

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1. Introduction and Statement of Pedagogy

Notre Dame's Anthropology doctoral program is committed to the richness and diversity of the discipline by building bridges between various humanistic and scientific approaches. The graduate program in Anthropology at the University of Notre Dame emphasizes broad training in writing, research, teaching, and the skills, ethics, values, traditions and philosophies of responsible professionals. Anthropologists apply their skills in a variety of settings including, but not limited to, academic institutions, governmental agencies, businesses, non-governmental organizations, museums, public or private archives, health-care institutions, or research units. We seek to involve graduate students in integrative anthropology, including engagement with different anthropological and interdisciplinary perspectives, integration of theory and application, and integration of teaching, research, and ethics. Individualized programs are made possible by a close working relationship with other departments and institutes. This includes the Helen Kellogg Institute for International Studies, the Keough-Naughton Institute for Irish Studies, the Joan B. Kroc Institute for International Peace Studies, the Institute for Latino Studies, the Nanovic Institute for European Studies, and the Liu Institute for Asia and Asian Studies (Appendix 1).

The doctoral program is designed to enable students to spend a major part of their graduate work on their chosen specialties. Doctoral candidates follow a trajectory of study in methods and theory, based in particular areas of anthropological inquiry, with flexible language, laboratory and field training depending upon perceived need and as determined by their individual intellectual trajectory and research agenda. Along with required courses in the first two years of study, each spring students prepare and present a research project at the end of term.

Academic anthropologists at research universities publish and teach, as well as serving a variety of roles as consultants, reviewers, public intellectuals, and researchers committed to a field of study. Researching and writing and sharing publishable articles, books, and multi-media materials, are core skills for academic anthropologists. This is why the department requires a major research presentation in May of each of the first three years of study, and why success in fulfilling this requirement is a major factor in the evaluation of students at the end of the first and second years. Students should aspire to produce rigorous scholarship that makes significant contributions to anthropological knowledge, and to share these contributions in public and professional settings.

By the first term of their third-year students take comprehensive examinations, and finalize a formal dissertation proposal that is suitable for submission to an external funding agency. The dissertation and oral defense are the final steps in the Ph.D. requirement with the goal of completing all requirements within five years.

Completion of a Ph.D. in Anthropology at the University of Notre Dame formally recognizes the recipient as commanding a body of knowledge to which she/he has made a contribution through the dissertation, and developed and demonstrated skills in research, writing, and teaching.

1.1. Understanding these Guidelines

The Anthropology Graduate program at Notre Dame is bound by rules and guidelines determined by the Graduate School and the College of Arts and Letters. These rules are described in the “Academic Regulations” section of the Graduate School Bulletin of Information, found on their web site. The Graduate School and the College of Arts and Letters provides departments considerable latitude in organizing and running individual departments and programs. Questions about the applicability of particular regulations should be addressed to the student’s advisor, the Anthropology Director of Graduate studies (DGS), and / or the Graduate Committee. In all cases the Graduate Committee furnishes authoritative interpretations of academic rules, often after direct consultation with administrators of the Graduate School and the College of Arts and Letters.

Ordinarily, changes in the Department graduate program are not imposed retroactively. Students who enter the Anthropology program under a given set of regulations have the option of completing their graduate work under them.

1.2. Administration of the Program

The administrator of academic affairs in the Department of Anthropology is the Chair. The supervision, however, of the graduate program is the specific responsibility of the DGS. The Director is a faculty member who is appointed by the Chair, in consultation with other faculty members, and is assisted by the members of the Graduate Committee. The Committee is composed of the Director of Graduate Studies (who serves as its Chair), three additional faculty members in Anthropology, and a student representative. The student representative participates in most deliberations of the Committee, except those relating to individual students in the program.

2. Degree Requirements

2.1. Evaluation of Progress

Continuation in the graduate program in Anthropology beyond the first year is contingent on successful completion of course work in each term (three classes each term), completion of a research presentation in the Notre Dame Anthropology Conference in the spring term of the student’s first three years, and evaluation by the Anthropology Graduate Committee. Continuation is assessed through a consideration of the graduate student’s yearly portfolio. This portfolio is based on: a short, one-page written evaluations of the academic performance of students in each class, a short, one-page, written evaluation of the student’s

research presentation as part of the Notre Dame Anthropology Conference by the student's primary advisor or co-advisors, a short, one-page, written evaluation by the teaching mentor of the student's teaching (during later years where a student does teach), and should include any additional portfolio materials potentially including local, national, and international professional conference participation, publications, community outreach, language training, and field and laboratory research over this period of time. The Graduate Committee will make a determination on the student's admission to the following year of study based on the evaluations.

At the end of each year the full faculty will meet to evaluate the progress of each student in the program. As part of this process the DGS will gather information from a variety of sources defined earlier. The faculty will identify both exemplary and problematic cases that require further discussion and evaluation. For each student the faculty may pursue one of the following four options: (1) commend the student for her/his outstanding performance and progress; (2) indicate that the student is doing satisfactory work and demonstrating good progress to completing their degree; (3) issue a formal warning that better performance is expected, along with a description of potential future consequences and suggestions for improvement; or (4) terminate the student from the program.

Incompletes in classes are grounds for serious concern, which may lead the graduate committee to impose a clearly defined deadline for completion. Failure to meet such a deadline can result in probation, suspension, or dismissal from the program. Continuation in the graduate program in Anthropology after the second year is normally contingent on successful completion of course work, including a second research presentation, by the end of the spring term except in those cases where additional course work is dictated by the field research or special circumstances. The procedure for evaluation and the Graduate Committee's decision on continuation is the same as for the first year. The evaluation criteria are the same.

The Anthropology Department expects its graduate students to maintain a B+ (3.33) grade point average. Grades of B or lower highlight the faculty member's concern with the quality of a student's work and some doubt about the student's potential for completing the program. Advanced students who have completed all course requirements will receive grades of "S" or "U" for examination preparation and dissertation research. A student who receives a grade of "U" (unsatisfactory) will not likely be funded in the following semester. A student who receives grades of "U" in two semesters will be dismissed from the graduate program. Advanced students must register each semester for nine credits of dissertation research with their advisor. Students must complete at least twelve graduate level courses in Anthropology and related disciplines to complete their PhD.

Students may receive the temporary grade of "I" (incomplete) at the discretion of the faculty

member teaching the course in question and in consultation with the DGS. There are no incompletes for undergraduate-level courses. Incompletes should be rare, subject to a clear and specific agreement about the work remaining and the date by which it will be submitted to the faculty member. More than one incomplete in any one semester is cause for grave concern about the student's continuation in the program. A pattern of multiple incompletes over two or more semesters is unacceptable and subjects the student to review and possible loss of funding or dismissal from the program. Course work not completed by the end of classes for the semester following the incomplete course will result in an automatic grade change to "F" in all cases.

Students must fulfill all doctoral requirements, including the dissertation and its defense, within seven years from the time of matriculation. Failure to complete any of the Graduate School or Anthropology Department requirements within the prescribed period can result in forfeiture of funding and degree eligibility. For exceptional reasons a student in good academic standing may be granted a leave of absence for a maximum of two consecutive semesters. Such requests must be made before the beginning of classes for the semester in which the leave is requested. Procedures for requesting medical leaves and withdrawing from the University are described in the Graduate School Bulletin.

2.2 Chairs and Dissertation Committees

Forming a strong mentoring relationship with one or ideally several faculty advisor(s) is an extremely important part of a student's intellectual and professional development. By the end of the first term of their first year (basically by December of their first years) students are expected to develop an advisory committee of around three faculty members, and with one faculty identified as the chair of this committee. Ideally, the faculty identified should have compatible research interests. Students are free to change the composition of advisory committee, and their chair, in consultation with the DGS and the committee. Committee chairs are chosen from the department's regular teaching and research faculty. Students may also choose to have members of the faculty serve as co-chairs for their dissertations.

We strongly encourage students to include a member from outside the department, whether at Notre Dame or another university, subject to approval from the Graduate Committee.

Once officially selected, the dissertation committee is to: (1) regularly review grades and other indicators of progress for each student under her/his direction, (2) assist students in planning work towards the completion of their goals in the program, and (3) insure that students' written examination topics are in broad, recognizable areas of Anthropology, both to avoid overspecialization and to prepare students for future employment and teaching responsibilities.

2.3. Course Work

Students normally register for twelve courses (thirty-six credits) during their first two years of study. All students must be registered for nine credit hours every semester while enrolled in the PhD program. Questions concerning registration should be directed to the DGS.

We expect students to take advantage of the high quality of research and teaching skills in the Anthropology Department. Students in the Anthropology program normally do not register for more than six credits with any individual faculty member over the course of their studies; the exceptions are generally with faculty members who have taught one or more of the required courses. Exceptions should be organized with the DGS. Students normally do not register for more than six credits outside the Department of Anthropology during the first two years, the exceptions normally being for languages.

Some courses mix graduate and undergraduate students, but those will generally have a graduate course number assigned to them and will have additional work assigned beyond what is expected of undergraduates. Graduate students may also register for undergraduate language and methodology classes outside the department, with the approval of the DGS.

Course credit for independent study and directed readings is a part of our curriculum and is normally limited to six credits. Registration for independent work must be approved by the DGS. We believe that students in the first two years of study are better educated in a course setting, where they benefit from exchanging ideas with their peers, which in turn contributes to the creation of intellectual community. This can be accomplished either in graduate courses or in undergraduate courses that reserve seats for graduate students and make special allowance for their needs. We also believe that independent work is a professional expectation above specific requirements and encourage students and faculty also to work together informally outside the classroom.

Appendix 2 presents a typical yearly schedule of course work and other activities.

2.4. Qualifying Exams

The overall purpose of qualifying exams is to provide the opportunity for the student to develop broad expertise in an aspect or aspects of Anthropology, and to recognize that expertise. Having passed the exam, the student will have demonstrated familiarity with their chosen area of study, including basic knowledge and understanding of its core issues, important literature, and significant questions. The demonstration will not only focus on basic knowledge necessary for a literature review, but also the mastery of an independent voice within their topic(s) of study.

Qualifying examinations consist of a written examination adjudicated by a committee consisting of a minimum of three faculty members, two of whom must be from the Anthropology department. Committee composition should be based on student research

interest and faculty expertise, and one faculty member from Anthropology should serve as Chair. The exam committee is assembled by the DGS in consultation with the individual graduate student and the student's dissertation chair and committee.

By the end of their third semester of study, students should have identified the three broad subject areas on which they will take exams and confirmed the committee who will examine them. Passing this exam reflects the faculty's judgment that the student has adequate knowledge of the appropriate literature, problems, and methods of the field, and a basic ability to synthesize relevant information, as well as to analyze and reflect in detail upon a specific anthropological problem/topic/question. One area should be focused on the student's primary anthropological research question, while others might be focused on research methods and approaches, or background history of research in the subject of interest. The topics and format of the qualifying exams are flexible. Students' reading lists must be approved by the faculty overseeing the testing in each subject, and should clarify examiner's expectations.

Students normally schedule their examinations during the fall semester of their third year (fifth semester), ideally the first week of September, although they may take their exam at the end of their fourth semester. It is the student's responsibility to schedule the examination through the DGS and upon consultation with the examiners. The examination is written.

The specific organization, format and scope of the exams will be tailored to the needs, interests, background, and experience of the student. Each exam must be completed in seven days, and will normally consist of three written works. The examiners will read the exam in their field and report the grade within five days after completion of the exam.

The examiners' options are "pass" or "fail." Failure in two or more of the written exams will necessitate retaking them, based on new questions but the same body of reading.

The examination of the thesis proposal should occur within thirty days of successful passing the written exam.

2.5. Dissertation Proposal and Defense

Doctoral dissertation proposals are normally submitted to a committee consisting of the dissertation chair(s) and a minimum of two other faculty members within three weeks of a student passing qualifying exams (normally in the first week of October, and at least one week before fall break). The dissertation committee will typically consist of three to five members with at least two members being Anthropology Department teaching and research faculty. Exceptions must be approved by the DGS.

Dissertation proposals should aim for a length of roughly 5,000 words (plus bibliography)

and should include

- a clear statement of the anthropological problem engaged by the dissertation,
- a summary of the dissertation's relationship to the literature in the field,
- a discussion of methodology and theory informing the project,
- an outline of what data will be required for this research and how this will be obtained,
- plans for funding this research (at Notre Dame or at another location), and
- a bibliography.

Students will need to work in close consultation with their primary advisors in developing this proposal.

Each student is required to make a 40-minute presentation of the doctoral dissertation proposal to the members of the Anthropology department, invited guests, and the Graduate Committee. After the presentation the Graduate Committee, Anthropology faculty, and graduate students will have the opportunity to present questions, offer constructive comments and suggestions for approximately 30 minutes. At the conclusion of the presentation, members of the student's Graduate Committee will convene in private to determine if the proposal passes or fails. The location and timing of the presentation is organized by the graduate student and Graduate Committee, and must be approved by the DGS.

2.6. Language Requirement

There are no formal language requirements for the PhD in Anthropology. It is clear, however, that command of a foreign field language is essential in some specializations and specific areas of study. Foreign language requirements are determined through consultation among the student, her/his supervisors, and the DGS, as well as by the geographical, cultural and temporal areas of focus. Courses in language skills do not count towards the program's course minimum. Students are expected to have fulfilled any language requirements by the beginning of their third year.

3. Additional Context

3.1. Financial Support

Full-time, degree-seeking graduate students in good academic standing are eligible for financial support provided by the University for a period of 5 years. Financial support provided by the College of Arts and Letters, and distributed by the Anthropology Department, includes academic year tuition scholarships and summer stipends up to a total of \$8,000 over five years, unless the student wins a special University fellowship package that exceeds this minimum. The standard support package includes tuition that entitles the

recipient to the remission of tuition charges for a fixed number of credit hours in a given semester, a living stipend that is paid to the student in return for her or his fulfillment of the obligations of graduate study and a subsidy for health insurance. Assignments for graduate teaching assistantships are determined at the start of each academic year by the DGS in consultation with the Chair and Director of Undergraduate Studies. Graduate students who receive full stipends cannot be employed elsewhere on campus without approval of the DGS. All students are strongly encouraged to seek outside funding through dissertation research and write-up grants, and to aim for completion of their dissertation within five years. All students past second year must show evidence of application for outside funding each year to remain eligible for University funding, and with the goal of securing funding to cover field work and post-field work dissertation writing.

Additional summer support for students, such as for language training, summer travel and field research is available through the Graduate School, campus institutes, and ISLA. Students do not normally take courses during the summer, except for intensive foreign-language study. Reading for exams, preliminary (pilot) dissertation research, and language preparation are the usual focuses of graduate students during the summer.

As is outlined in Appendix 2, it is expected that graduate students will actively participate in professional meetings and workshops on a regular basis, including giving conference presentations and posters at academic meetings, providing public talks in the local and field communities, and organizing or co-organizing symposiums in their later years of graduate studies. International and national funding support is available through the Graduate School, campus institutes, and ISLA.

3.2. Credit and Transfer of Credit

Students in their first and second years of study normally register for nine graduate-level credits each semester. Students receive credit towards their degree for graduate level courses that make accommodations for graduate students. Students who arrive with an MA from another program may be credited for up to two three-credit Anthropology elective courses from their previous studies. Students should petition the DGS, who in consultation with the Graduate Committee will define which elective class (or classes) a student will be exempt from. Our four *Orientations* and *Research Design* courses are required for all students.

3.3. Terminal Master's Degree

A terminal master's degree may be awarded in cases where a student has completed all course work, and passed the qualifying examination at the master's level.

3.4. Grievances and Appeals

Students who wish to file a grievance against the Anthropology Department or its faculty or to appeal a departmental decision in respect to them should normally consult with the DGS, except in those cases where the DGS is the subject of the grievance, in which case the student should consult with the Department Chair. This procedure does not apply to cases of sexual harassment, which should be governed by University policy as described in the Graduate School Bulletin of Information. The DGS or departmental chair may, in consultation with the student, attempt to resolve the grievance personally. In the event that the problem is not resolved to the student's satisfaction, the DGS will appoint a departmental grievance committee, which will normally be composed of three members of the Graduate Committee, to address the problem. The student must submit the complaint in writing to the grievance committee. The complaint should be very specific as to the nature of the problem, the date or dates when the problem occurred, the grounds on which the appeal is based, and the specific relief requested. The grievance committee may take testimony from the complainant, DGS, dissertation chair, and any faculty associated with the complaint. The committee will deliberate and submit a written report to the DGS within thirty days of its appointment. The committee's decision is final within the Anthropology Department, but can be appealed by the complainant to the Graduate School consistent with procedures described in the Graduate School Bulletin.

3.5. Anthropology Graduate Student Representation

Each fall the Anthropology graduate students of Notre Dame elect a Graduate Representative. The Anthropology Graduate Student Representative serves as an ex officio member of the Anthropology Department Graduate Committee, but does not participate in meetings where confidential matters about other graduate students are discussed. The individual also will attend departmental faculty meetings.

ANTHROPOLOGY GRADUATE GUIDE
APPENDIX 1
UNIVERSITY OF NOTRE DAME CENTERS AND INSTITUTES

- The Eck Institute for Global Health. Located in Brownson Hall, the Eck Institute for Global Health seeks to build on the University's strengths in infectious diseases research and training and foster the interdisciplinary research and training that is demanded to holistically address health disparities around the world.
- The Center for Research on Educational Opportunities (CREO), located on the tenth floor of Flanner Hall, focuses its research on basic and applied educational topics.
- The Center for the Study of Languages and Cultures, located 329 DeBartolo Hall, is an interdisciplinary initiative dedicated to the advancement of language learning and cultural understanding.
- The Center for Civil and Human Rights aims to raise awareness and promote human rights more effectively and to build a culture of right through legal education.
- The Center for the Study of Religion and Society (CSRS) located on the eighth floor of Flanner Hall, is dedicated to advancing social scientific understanding of religion in society through scholarly research, training, and publications.
- The Center for the Study of Social Movements and Social Change provides an interdisciplinary emphasis on the study of collective political challenges expressed via protest, collective violence, and other extra-institutional collective
- The Institute for Educational Initiatives, located in the IEI building, is the intellectual home at Notre Dame for more than 60 Faculty Fellows from a range of academic disciplines who are united by a shared interest in K-12 education.
- The Institute of Latino Studies aims to promote greater understanding of the U.S. Latino experience through research, teaching, and community outreach.
- Institute for Scholarship in the Liberal Arts, located in O'Shaughnessy Hall, is the College's clearinghouse for information, advice, and assistance in finding and obtaining grant funds from public or private agencies for any academic purpose (see <http://isla.nd.edu/for-graduate-students/>).
- The Kaneb Center for Excellence in Teaching provides information, training, awards, and other support for instruction and learning to graduate students and faculty members.
- The Keough-Naughton Institute for Irish Studies, located on the fourth floor of Flanner Hall, is a teaching and research institute dedicated to the study and understanding of Irish culture in all of its manifestations.
- The Kellogg Institute for International Studies supports research in international studies, with a special emphasis on democratization, development, and social justice issues in Latin America, Africa, and Asia.
- The Joan B. Kroc Institute for International Peace Studies promotes research, teaching, and public education in the areas of war prevention, conflict resolution, human rights, and social justice.
- The Liu Institute for Asia and Asian Studies promotes the awareness, understanding and knowledge of Asia both within and beyond the University community and provides a forum for integrated and interdisciplinary research and teaching on Asia.
- Inter-Disciplinary Center for Network Science and Applications (iCeNSA) is an interdisciplinary research center organized around network and data science problems in social, biological, physical, environmental, financial, business, and defense systems.
- The Nanovic Institute for European Studies is located on the second floor of Brownson Hall. The Nanovic Institute for European Studies is committed to enriching the intellectual culture of Notre Dame by creating an integrated, interdisciplinary home for students and faculty to explore the

evolving ideas, cultures, beliefs, and institutions that shape Europe today

- Facilities of the Office of Instructional Technology (OIT) are open to all graduate students. The staff of OIT regularly teaches short courses on techniques for the use of computers in social science research.

ANTHROPOLOGY GRADUATE GUIDE

APPENDIX 2:

A TYPICAL COURSE OF STUDY

First year of study

- **Overall goal.** The goals of the first year of study are to provide an introduction to the contemporary approaches to the study of anthropology, the foundations for an integrated approach to Anthropology, and preliminary exposure to research as a craft as students being to explore potential dissertation topics.
- **Course work.** Full-time first-year students without transfer credit from previous post-baccalaureate degrees (e.g., MA from another program) will normally complete eighteen credit-hours of course work (three courses each semester). Students should think about this year as one that provides a broad introduction to the sub-fields of anthropology, research methods, and the preliminary narrowing of ideas towards a dissertation.
- **Academic Portfolio.** While in their first year students will start to develop an academic portfolio. This portfolio, with additions and academic growth, will serve as the foundation for evaluating student performance at multiple academic moments. This portfolio includes course work, conference participation, papers and powerpoint presentations, other written works, and professional assessments by faculty, teaching evaluations, and other relevant materials. Students will be asked to maintain e-versions of all their work and to submit these to the DGS by the first week in May.
- **First-year assessment.** When considering a student's first-year portfolio, the Graduate Committee will look at 1) successful completion of all course work by the first week of May, 2) a written assessment (normally a 1-2 paragraph assessment by the instructor) by the instructors of these classes, and successful completion of a paper and presentation at the Anthropology Graduate Research Conference (held at the same date as the Anthropology undergraduate conference). Based on these elements during the second and third week of May the graduate committee will evaluate first-year students and continuance to the second year of studies. Possible outcomes include; 1) continuance into the second year, 2) provisional continuance with reassessment at 18 months, and 3) direct termination.
- **Advisors.** By the end of the first year of study students should have identified one or two faculty members who will assume the role of their advisor(s).
- **Additional expectations.** The development of a successful professional career requires active involvement in the profession. Starting in the first year, it is expected that students will not only attend professional meetings (determined in consultation with their advisors and the DGS), but by the second year, students will be presenting posters and papers at national and international conferences. Similarly, it is expected that starting in the first year students will actively share their ideas, research and laboratory/field work with professional and public audiences. This may include, but is not limited to, research reports, journal

- publications, and other published products.
- **Summer support.** Students who successfully complete the first year of study may be eligible for summer financial support to 1) study independently in their chosen field, 2) prepare for language exams, and 3) participate in laboratory or field research. Students should prepare a summer study plan based on advice with their advisors, as well as the DGS.

Second year of study

- **Overall goal.** The goals of the second year of study are to complete their course work, to develop appropriate analytic, laboratory, language, and field skills, and to refine possible dissertation topics.
- **Course work.** Students will normally complete 18 credit hours of course work (three courses each semester). In addition to the required “Research Design” course the courses can include a wide range of classes negotiated with advisors, as well as the DGS, and participation in workshop series developed by the Notre Dame Graduate School that introduce an array of professional issues that are related to teaching.
- **Teaching.** All second -year students, and occasionally first-year students depending upon academic background, should expect to serve one semester (and in rare cases both semesters) as a Teaching Assistant, normally aligned with their own focus within Anthropology.
- **Academic Portfolio.** As with the first year, it is expected that students will continue to develop their academic portfolio.
- **Second-year evaluation.** When considering a student’s second-year portfolio, the graduate committee will look at 1) successful completion of all course work by the first week of May, 2) a written assessment (normally a 1-2 paragraph assessment by the instructor) by the instructors of these classes, and successful completion of a paper and presentation at the Anthropology Graduate Research Conference (held at the same date as the Anthropology undergraduate conference). The satisfaction of these expectations will be the basis for the committee’s recommendation to the department for continuance to the third year of study.
- **Additional expectations.** By the second year it is expected that students will be actively attend professional meetings (determined in consultation with their advisors and the DGS). This will, in the best of all worlds, focus on presenting posters and papers at national and international conferences. It is also expected that second-year students will seek out ways to share their ideas, research and laboratory/field work with professional and public audiences. Over the graduate program it is expected that students will move towards the dissemination (broadly defined) of projects and research in recognized academic forums that will contribute towards increased professionalization and profile.
- **Summer support.** Students who successfully complete the second year of study may be eligible for summer financial support between their second and third year to: 1) study independently in their chosen field, 2) prepare for language exams, and 3) participate in laboratory or field research. Students should prepare a summer research plan based on advice with their primary and secondary advisors,

as well as the DGS. It is expected that this research program will be clearly focused on students' proposed research area and subject.

Third year of study

- **Overall goal.** The goals of the third year of study are to successfully complete general examinations (held in the first week of September), develop and publically present a research proposal (first week of October), and writing and submitting a research grant to at least one external funding agency (e.g. Wenner-Gren, National Science Foundation, National Geographic) by December.
- **Teaching.** All third-year students should expect to serve one semester as a Teaching Assistant. While subject to course offerings, it is expected that this will be in a sub-discipline outside of their expertise.
- **Academic Portfolio.** As with the previous years, it is expected that students will continue to develop their academic portfolio, preserving material beyond class work, such as conference participation, summer experiences, serving as a TA, passing the general examination. The portfolio will also include the written/oral exams and proposal defense along with grant applications to external funding agencies.
- **Third-year evaluation.** When considering the third year portfolio the Graduate Committee anticipates the following is accomplished by the end of the third year: 1) completion of qualifying examination, 2) development and presentation of a dissertation proposal, 3) development and submission of an external grant proposal, and 4) presentation of research at the May Anthropology Graduate Research Conference. The satisfaction of these expectations will be the basis for the committee's recommendation to the department for continuance to advanced study. The graduate committee will consider a student's portfolio in the second week of March with students notified by the second week in April. At this point students will be notified that they have gained ABD status, with continuance, or alternatively, discontinuance in the program with a terminal MA being awarded to the student.
- **Additional expectations.** By the third year it is expected that students will actively attend professional meetings (determined in consultation with their advisors and the DGS). This will, in the best of all worlds, focus on presenting posters and papers at national and international conferences. It is also expected that third-year students will seek out ways to share their ideas, research and laboratory/field work with professional and public audiences. It is expected that beyond the third year students will increasingly engage in dissemination (broadly defined) and sharing of projects and research in a range of venues and forums.
- **Summer support.** It is expected that summer research will be self-funded through external grants applied for in the spring of the third year.

Fourth and Fifth year of study

- **Overall goal.** The goals of the fourth and fifth year of graduate studies are: 1) securing funding for additional summer laboratory or field research, 2) writing the dissertation, and 3) preparing to apply for and securing employment.
- **Teaching.** Depending upon circumstances, senior graduate students will be eligible to teach one independent class.

- **Academic Portfolio.** It is expected that students will continue to develop their academic portfolio through their program of study. In addition to conference participation, summer research and writing, it is anticipated that students will increasingly strive towards the profile of a senior graduate student. This potential includes publishing initial descriptive research in regional or methodological journals, book chapters, or other publishing venues, presenting thematically oriented paper or presentations at national and international meetings, and increasingly considering how their research interfaces with on-going debates within Anthropology.
- **Dissertation.** As per proposal negotiated in consultation with academic advisors and the DGS.
- **Additional expectations.** Dissertation defense in the last term enrolled in graduate school (see guidelines of the University of Notre Dame Graduate School for further information as to submission dates and timing).
- **Summer support.** It is expected that summer research will be self-funded through external research grants.

UNIVERSITY OF NOTRE DAME ANTHROPOLOGY DEPARTMENT IDEALIZED GRADUATE TRAJECTORY

		Year one		Year two		Year three		Year four		Year five	
		Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
Course work		Orientations to Sociocultural Anth	Orientations to Anthropological Arch	Research Design	Elect.	Generally limited to language training, laboratory and analytical methods		Dissertation research and writing		Dissertation research and writing	
		Orientations to Biological Anth	Orientations to Ling Angh	Elect.	Elect.						
		Elect.	Elect.	Elect.	Elect.						
Academic stages		Presentation at ND Anthro. Conf. (May)		Attending national/regional conference (Fall and/or spring)	Presentation at ND Anthro. Conf. (May)	Qualifying exams (First week, Sept.)	Presentation at ND Anthro. Conf. (May)	Presentation at national conf. (Fall and/or spring)		PhD candidate teaching own class (Fall and/or spring)	
		Attending national or regional conference (Fall and/or spring)		Presentation at regional / national conf. (Fall and/or spring)		Doc. Dissertation Proposal (First week, Oct.)				Presentation at national conference (Fall and/or spring)	
				Student serving as TA (Fall and/or spring)		Student serving as TA (Fall and/or spring)				Application for post-doctoral and other employment	
						Presentation at national conf. (Fall and/or spring)				Submission of Dissertation (May)	

1st year gate

2nd year gate

3rd year gate

Terminal M.A.



Continue to Ph.D. dissertation