Dear GSS Graduate Students,

Welcome to the 2011-2012 Academic Year! I hope that your summer activities have made you a bit anxious to get to work. This promises to be an important year in all our lives. Or at least is should be if we play our cards right. The faculty members of the GSS department are pumped. This semester we're welcoming the largest (and brightest?) in-coming cohort. We just finished a banner year in student activities in professional conferences and publications as well as in the granting of Ph.D. degrees. Our curriculum is shaping up to be the cutting-edge instrument that we envisioned when the three disciplines merged a couple of years ago. Four new and gifted faculty members will be joining our department this year, giving us a breadth and depth in regional and thematic expertise that we would have thought unlikely to attain a few years ago.

All this by way of saying that we hope that you will get pumped as well. A graduate degree is not the end all, be all of social existence. Perfectly fulfilled lives are lived without experiencing the trials and tribulations of graduate school. We hope that you're here because you want to be here. Because you’re curious about the dynamics of the social world and you can’t wait to find out whether the social patterns that you see so clearly (or suspect to exist) are seen by others. Ultimately, we hope that you're here to shape the contours of the rest of your life. Graduate degrees are most meaningful when they are received in the process of living a full life. They should be by-products of your intellectual curiosity and search for meaning, not only in your life but in the lives of others.

In the Graduate Student Handbook you’ll find the nuts-and-bolts of the program requirements. But these are the cold, bureaucratic elements of what is essentially an intense social experience. For the next few years, we'll be colleagues; sharing time, ideas, stress, moments of relief and, real, deep sadness and joy (you’ll remember most of it!). You’ll establish friendships that will last a lifetime. And you’ll learn from each other in serendipitous ways that we professors wish we could bottle and distribute. In the long lives that await you, these few years are among the most significant. Let’s make the most of our time together. We have the rest of our lives to recuperate.

“Todo Tiempo Futuro es Mejor”

Guillermo

Guillermo J. Grenier
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Graduate Program Regulations and Student Handbook

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GENERAL

Assistantships

**Yearly Application**
GSS Teaching Assistantships are offered for one academic year unless a one-semester term is explicitly stated. By the end of March, students must apply to request funding renewal for the next AY. Decisions to renew are based on yearly evaluations in three dimensions of student activity: coursework performance, progress in the program and performance of assistantship duties. If a student is evaluated satisfactorily in all three areas, the GSS assistantship will be renewed for a maximum of three years. In exceptional cases, an additional AY may be awarded.

**Obligations**
Assistantship duties involve a maximum of 20 hours a week and full-time enrollment (nine credits).

Students may be asked to:
- Attend all class sessions for one course;
- Do the readings and be prepared to answer questions from undergraduate students;
- Enter grades and attendance;
- Grade exams and papers;
- Proctor exams for one or two courses; and
- Teach two sessions in a semester.

Students are expected to:
- Be on campus until all exams are given and grades are entered at the end of each semester.
- Check with their assigned faculty member on the earliest date that they may leave campus at the end of the semester.
- Meet with their assigned faculty member as soon as possible before classes start.
- Discuss their obligations with the faculty member and request that all assignments be clearly spelled out.
- Remain in communication with their faculty member throughout the semester.

Faculty members must provide TAs with textbooks by the start of the course. If the student feels that he/she is asked to do more than a reasonable amount of work then s/he is encouraged to discuss the problem with the professor and, if not resolved, with the Graduate Program Director (GPD).

**Fellowships**
Resources permitting, the Graduate Committee reserves a one semester departmental fellowship for advanced students who need to conduct dissertation fieldwork more than three hours away from the Modesto A. Maidique Campus. Eligible students will have completed all requirements except the dissertation research by the end of the fall semester may apply for a spring semester fellowship. Only one fellowship will be available at any given time. The Graduate Committee will review applications by November 15 and announce its decision immediately.
Graduate Research Assistantships
Some students may be hired as Research Assistants by faculty members who have external funding. Work hours and credit enrollment depend on the specific faculty grant and the RA assignment. Students considering less than a full-time load early in their programs are warned that slow progress may jeopardize further funding. Students should balance their own course studies with their research assistantship obligations. The RA assignments do not count as part of the potential three years of departmental funding as Teaching Assistants.

Annual Progress Reports
The Graduate Committee reviews student progress in the program on a yearly basis, usually in April. The committee gives students a progress evaluation. Copies are kept in each student’s file. Annual evaluations are one of several factors considered in assigning TA positions and, in the case of M.A. students, PhD program admission.

Dissertation Funding
Students are encouraged to apply for external funding as soon as possible. Successful external funding takes at least one to two years of submitting and resubmitting proposals. Without it, dissertation fieldwork, research and writing are difficult to complete. Students should discuss with their advisors/mentors possible sources of funding for their particular areas of research. Doctoral students are eligible to apply for funding from sources such as the National Science Foundation, Wenner Gren Foundation for Anthropological Research, the Social Science Research Council, the Organization of American States, USAID, World Bank, Interamerican Foundation, Ford Foundation, and Newcombe Fellowships.

The University Graduate School awards one year Doctoral Evidence Acquisition (DEA) grants to students who have completed their course work and examinations and have defended their dissertation research proposals. The UGS also awards one year Dissertation Year Fellowships (DYF) to students who have completed all the program requirements as well as their data collection. The DYF is intended to be used only for dissertation writing with the expectation that the dissertation will be complete within the fellowship year. Both grants are competitive and competitions are held three times a year (fall, spring and summer semesters). As of this writing, each department is allowed to recommend two students to receive a DEA grant and two students to receive a DYF.

Publications and Paper Presentations
Jobs in academia and outside academia are extremely competitive and hundreds of graduate students just as smart as you are graduating yearly from research universities throughout the country. A strong record of research, publication and academic presentations will help prospective applicants stand out from others. Students should discuss with advisors/mentors what areas of research can be developed into publications. From the start, students should strive to develop research and present findings at academic conferences. Presentations should be seen as part of the process of the publication process as well as an opportunity to network with colleagues and develop effective communication skills.

Professional Development
Students should join the American Anthropological Association, the Association of American Geographers, or the American Sociological Association, as well as any of the professional associations focusing on their specific research interests. These organizations are critical to develop networks with researchers in their areas of interest which will be helpful when students apply for jobs, dissertation funding or various awards granted by professional organizations for such activities as graduate student presentations and publications. Attending professional meetings is absolutely essential for all students. Students who are presenting papers at professional meetings may apply for travel funds from the department. The Associate Chair is in charge of the allocation of such travel funds.

**Documenting Graduate Student Achievements**

Students should prepare a *curriculum vitae* early in their careers. Students should ask advisors/mentor and the GPD for advice on how to present professional qualifications and achievements. It is useful to review the materials submitted by applicants to the department’s assistant professor positions. The department website is a place to highlight the achievements of our graduate students. Please make your achievements known!

**Departmental Deadlines for Signatures**

Students must submit forms such as M1, D2, and others to the GPD at least one week prior to College and/or UGS deadlines. Deadlines are published at the following address: [http://gradschool.fiu.edu/DeadlinesForThesesAndDissertations.html](http://gradschool.fiu.edu/DeadlinesForThesesAndDissertations.html). It is the student’s responsibility to know these deadlines and abide by all of them (GSS, College, University). Any additional forms that the GPD must sign must also be submitted at least a week before the deadline. The GPD will not rush the review and administrative process if the forms and other documents are not submitted on time.

**Department Seminars and Colloquia**

In consultation with the GPD, the Sociology, Anthropology, and Geography Graduate Student Association (SAGGSA) takes the initiative in organizing the department colloquia. SAGGSA and the GPD make every effort to publicize these events via email and flyers. Students and SAGGSA are encouraged to develop their own ideas for useful seminars and colloquia. Whenever possible, the department will co-sponsor or provide other support.

**Transferring Credits**

Credits may be transferred in accordance with the FIU Graduate Policies and Procedures Manual and by recommendation of the Graduate Committee. While a student may transfer credits into the program, the substitution of transferred credits for specific core and substantive area requirements is not allowed. A student seeking to transfer credits must submit a written petition to the Graduate Program Director detailing the courses and hours of credit s/he is seeking to transfer. In addition, students requesting substitution of transferred credits for program requirements must include supporting documentation such as course descriptions, syllabi, examinations, papers, and other relevant documentation. The initial decision on credit transfers and/or substitutions is made by the GPD and the Graduate Committee. The university’s Office of Graduate Admissions makes the final decision.
M.A. and Ph.D. Requirements: Global & Sociocultural Studies
School of International and Public Affairs
College of Arts & Sciences

The following description is divided into the M.A. Program and the Ph.D. program. The principal differences between the M.A. and Ph.D. programs during the first two years are that Ph.D.-program students are required to take one additional theory course and one additional methods course.

M.A. PROGRAM (36 credits)

The M.A. program includes common core requirements, as described below. To remain in good academic standing and to qualify for graduation, students must receive a minimum grade of “B” in each common core course and must maintain a minimum GPA of 3.0. The minimum passing grade for a graduate course is “B.” A grade of “B-” may be regarded as adequate in an elective course if the GPA remains at a minimum of 3.0.

Common Core Requirements (12 credits)
SYA 6127 Theory and Inquiry (first year, Fall) 3
ANG 5093 Research Design and Methods (first year, Spring) 3
SYA 6315 Social Research: Quantitative Methods I (second year, Fall) 3
SYA 6959 Graduate Seminar in Proposal Writing (second year, Spring) 3

At least one theory course from the following:* 3
ANT 6083 Theory in Anthropology
GEO 6118 Theory in Geography
SYA 6018 Theory in Sociology

* One of these theory courses is offered each semester on a rotating basis. Each theory course taken beyond the minimum requirement will count as an elective.

At least one methods course from the following:* 3
ANT 6497 Qualitative Research Methods **
SYA 6317 Quantitative Methods III***
GEO 6113 Qualitative Research Methods **
GIS 5038 Remote Sensing
GIS 5935 Topics in Geographic Information Systems
SYA 5357 Graduate GIS and Latin American Societies
SYA 6452 Advanced Topics in GIS and Social Research
SYA 6356 GIS and Social Research

* Each methods course taken beyond the minimum requirement will count as an elective.

** Prerequisite: ANG 5093 Research Design and Methods. *** Prerequisite: Quantitative Methods I or approved statistics course offered in another department.

**Electives (18 credits)**

- Six elective courses*

* Includes a maximum of one independent study (three credits) and two courses (six credits) taken in other departments as approved by the Graduate Program Director.

**Ph.D. Program Admissions and Post M.A. Review**

Applicants for the PhD must exceed admissions requirements for the M.A. program as stipulated by the University Graduate School. Students who applied only to the M.A. program must apply separately to be admitted to the Ph.D. program. A positive evaluation of student performance at the M.A. level (the post-M.A. review) will be the most important factor considered in admitting students to the Ph.D. program.

All students, including those who originally applied directly to the Ph.D. program, must undergo a successful post-M.A. review before entering the doctoral program in Geography, Sociocultural Anthropology, or Sociology. The Graduate Committee conducts these reviews. The purpose of the post-M.A. review is to evaluate the ability of the student to do Ph.D. level work. Among the information considered during the review are students' performance and grades in courses, quality of M.A. proposal and faculty recommendations. Students who have subject-relevant M.A. degrees from other institutions may be admitted directly into the Ph.D. program but the number and types of courses to be transferred into the program will be determined by the Graduate Committee in the process of admission.

**Ph.D. Program (75 credits)**

The Ph.D. program consists of 75 semester hours of course work. Students are expected to acquire competencies in theory and research methods during the first two years of study.

The second year culminates in SYA 6959 (Graduate Seminar in Proposal Writing) where students write a preliminary version of the dissertation proposal. After revisions, the proposal should be sufficiently developed for submission to funding agencies. By the end of their second year, students are expected to be pursuing their own research interests in elective courses and in consultation with their committees.

In addition to fulfilling common core requirements, students must declare a major in Anthropology, Geography, or Sociology A student fulfills a major by completing
• six credits of discipline specific theory and methods courses;
• six credits of discipline specific electives;
• thirty credits of pertinent cross-disciplinary electives (including one additional theory and one additional methods course); and
• a dissertation on a topic approved by the student’s dissertation committee.
• A student may declare only one major.

To remain in good academic standing and to qualify for graduation, students must receive a minimum grade of “B” in each common core course and must maintain a minimum GPA of 3.0. The minimum passing grade for a graduate course is “B.” A grade of “B-” may be regarded as adequate in an elective course if the GPA remains at a minimum of 3.0.

COMMON CORE REQUIREMENTS (12 credits)
SYA 6127 Theory and Inquiry (Fall, first year) 3
ANG 5093 Research Design and Methods (Spring, first year) 3
SYA 6315 Social Research Quantitative Methods I (Fall, second year) 3
SYA 6959 Graduate Seminar in Proposal Writing (Spring, second year) 3

MAJOR REQUIREMENTS (33 Credits)

Sociocultural Anthropology
ANT 6083 Theory in Anthropology

One additional methods course taught within the Department, for which GIS may be used. (3) Choose from:

   ANG 6480 Ethnohistorical Research Methods
   ANG 6497 Qualitative Research Methods
   GIS 5038 Remote Sensing
   GIS 5935 Topics in Geographic Information Systems
   SYA 5357 Graduate GIS and Latin American Societies
   SYA 6317 Social Research Quantitative Methods II
   SYA 6356 GIS and Social Research
   SYA 6452 Advanced Topics in GIS and Social Research

Anthropology course electives (6 minimum)
• At least 2 seminars drawn from the following list.

ANG 5267 Ecological Anthropology
ANG 5396 Representations of Africa and Africans in Film
ANG 5397 Advanced African Diaspora Cultures and Peformativity
ANG 6268 Seminar in Human Ecology
ANG 6303 Seminar in Comparative Feminisms
ANG 6339 Seminar on Latin America
ANG 6472 Anthropology of Globalization
ANG 6497 Diasporas, Migration and Globalization
ANG 5318 American Culture and Society
ANG 6302 Gender Identity in Comparative Perspective
ANG 6319 The African Diaspora: Anthropological Perspectives
ANG 6469 Graduate Medical Anthropology
ANG 7491 Contemporary Theory in Social Anthropology

**Other Major Requirements**

ANG 7xxx Exam Prep (6 maximum)
ANG 7980 Dissertation, ANG 7980 (15 minimum)

**Geography**

GEO 6118 Theory in Geography (3)

One additional methods course taught within the Department, for which GIS may be used. (3)
Choose from:

ANG 6480 Ethnohistorical Research Methods
ANG 6497 Qualitative Research Methods
GIS 5038 Remote Sensing
GIS 5935 Topics in Geographic Information Systems
SYA 5357 Graduate GIS and Latin American Societies
SYA 6317 Social Research Quantitative Methods II
SYA 6356 GIS and Social Research
SYA 6452 Advanced Topics in GIS and Social Research

**Geography course electives (6 minimum)**

• At least 2 seminars drawn from the following list.

GEA 6409 Landscapes of Violence and Healing in the Americas
GEO 6415 Topics in Social Geography (may be repeated for credit)
GEO 5557 Globalization
GEO 6473 Space, Place and Identity
GEO 6478 Critical Geopolitics
GEO 6603 Cities & Regions in Global Perspective
GEO 5906 Directed Individual Studies
GIS 5038 Remote Sensing
GIS 5620 Surveillance, Intelligence, and International Relations
GIS 5935 Topics in Geographic Information Systems

Other Major Requirements
GEO 7xxx Exam Prep (6 maximum)
GEO 7980 Dissertation, GEO 7980 (15 minimum)

Sociology
SYA 6018 Theory in Sociology (3)
One additional methods course taught within the Department, for which GIS may be used. (3)
Choose from:
  ANG 6480 Ethnohistorical Research Methods
  ANG 6497 Qualitative Research Methods
  GIS 5038 Remote Sensing
  GIS 5935 Topics in Geographic Information Systems
  SYA 5357 Graduate GIS and Latin American Societies
  SYA 6317 Social Research Quantitative Methods II
  SYA 6356 GIS and Social Research
  SYA 6452 Advanced Topics in GIS and Social Research

Sociology course electives (6 minimum)
- At least 2 seminars drawn from the following list.
  SYA 7205- Foundations of Social Theory Construction
  SYA 5135 - Sociology of Knowledge
  SYA 6657 - Evaluation of Organizations and Programs
  SYA 6925 - Graduate Colloquium in Comparative Sociology (1)
  SYA 6941 - Internship in Applied Sociology (1-9)
  SYA 5357 - Graduate GIS and Latin American Societies
  SYA 6943 - South Florida Area Study
  SYA 7930 - Special Topic in Comparative Sociological Research
  SYA 7941 - Field Research (1-9)
  SYG 6932 - Special Topics in Disaster Studies
  SYD 5045 - Population and Society
Other Major Requirements
SYA 7967 Exam Prep (6 maximum)
SYA 7980 Dissertation (15 minimum)

General Electives (30)
Students will take 30 hours beyond the common core curriculum and the majors’ requirements. This includes a maximum of one directed studies course (three hours). Students are allowed a maximum of two courses (six hours) taken in other departments. In some circumstances, such as the case of a student pursuing a graduate certificate, the Graduate Director may approve additional coursework outside of the department.

Independent Study Credits
Students can take a maximum of one independent study. Additional Independent Study courses can be considered as electives if the student and supervising faculty can submit documentation (syllabi, paper, bibliography) supporting the assertion that the work done for the course compares to the work expected of a graduate student in a regular class. The Graduate Program Director can evaluate this type of petition and discuss the matter with members of the Graduate Committee before deciding on its merits.

Independent study credits taken during the summers before candidacy do not count towards the required 36 credits of elective courses.
Doctoral Committee

Selecting their Doctoral Research Committee (DRC) is one of the most important decisions students make. The DRC consists of at least three faculty members from Dept. of Global & Sociocultural Studies and one external member. Students also designate the major professor who serves as DRC chair. The chair must hold Dissertation Advisor Status and all committee members must belong to the Graduate Faculty. The chair is the student's key advisor and the DRC's lead member regarding the expectations and agreements established between the student and the committee. Members from other departments at FIU or from another university must still meet all UGS rules, and be approved by both the DRC chair and the Graduate Program Director.

The chair and the other DRC members determine appropriate courses and readings that help the student to prepare for the defense of the proposal and the dissertation itself. The committee must be officially documented by completing the D1 form (see UGS website for details http://gradschool.fiu.edu/index.html), for approval by the GPD and included in the student's file. Any alterations in committee membership must be registered by submitting the appropriate form (D1R).

Expectations of the Doctoral Committee and the Student: The entire doctoral committee must meet with the students on at least four occasions:

- The student is expected to meet separately or together with the major professor and other committee members to discuss his/her ideas for the dissertation. The student is then expected to give the chair and, once approved, the whole committee, a short (two-to-three pages) pre-proposal. This must happen no later than the end of the second year.
- The student then makes any necessary revisions to the pre-proposal and requests a meeting of the entire committee to go over the dissertation topic, strategies for research, and to determine the two main areas in which the student will be tested (see Ph.D. Qualifying Exams below). The student should request a deadline for preparation of the bibliographies and discuss a timetable with his/her committee. The student should distribute the bibliographies in the two areas to the committee and request feedback. A student’s dissertation committee, at their discretion, may request that the student use the bibliographies as a basis for writing a literature review before taking the qualifying exams.
- The student should take qualifying exams at the time agreed with his/her DRC which should notify him or her no later than 14 days after taking the exams. In a committee meeting the student will be told what revisions may be needed.
- After passing the qualifying exams, the student works on a dissertation proposal. The student should be willing to revise the dissertation proposal in accordance with the committee’s recommendations.
- The student has a right to request a committee meeting if s/he feels that the members’ recommendations contradict one another. In a meeting the committee will discuss with the student the needed changes to the proposal and provide clear guidelines.

Revise your work in a timely fashion and keep moving steadily through the program. Spending too much time at any stage may hurt your chances for funding and other support. Please realize that faculty members are busy people and that they will not appreciate being asked to read your
work at a moment’s notice. Inform your committee members about your progress and when you will expect them to read your work (proposal, dissertation). If your channels of communication are open and clear, you can expect that a faculty member will read and respond to your work within reasonable time period.

**Letters of Recommendation:** The student has a right to ask for letters of recommendation from committee members and should allow at least two weeks for the professor to submit them. The student should request letters from the faculty member with whom they have worked most closely. It is useful if the student includes with the recommendation copies of the documents he/she will submit to the organization to which they are applying. Also included should be a *curriculum vitae* and a short memo indicating their strengths or a list of items that they want to make sure the recommender remembers whenever he/she writes the letter. If there is something negative on the student’s record (such as if he/she had been in graduate school for too long), an explanation must be provided. The faculty member will treat the memo in confidence and should destroy it after drafting the letter.

**Ph.D. Qualifying Exams**

After successfully completing all core, advanced, and elective course work for the Ph.D., students will take the written Ph.D. Qualifying Examination. This examination will be conducted in accordance with the FIU Graduate Policies and Procedures Manual and the department’s Qualifying Examination guidelines detailed below. The Qualifying Examination will insure that students are thoroughly familiar with several theoretical and substantive fields within Geography, Sociocultural Anthropology, or Sociology.

In most cases the qualifying exams are coordinated by the Chair of the DRC in cooperation with the members of the Committee and the student. The student and the committee determine the two research areas to be covered by the qualifying general exams. For each substantive area the student puts together a bibliography. Once coursework is almost complete and when the student indicates readiness to take the exams, the committee draws up questions based on the student's bibliographies. All committee contribute questions for the doctoral exams. The committee’s chair selects the questions. The exam is administered in a take-home format.

**Scheduling**

Students take qualifying exams after or concurrently with completing all coursework in the Ph.D program. Students file forms D1 (composition of the dissertation committee) and D2 (record of completed coursework). Students usually take the exam in the third year. In the semester of the exam, students may enroll in the appropriate Preparation for Doctoral Exams course.

**Format**

The student is tested in two research areas determined by the dissertation committee and the preliminary dissertation proposal. Examples of such areas are:

- Intersections of gender and ethnicity
- Gender in Latin America
For each substantive area the student:

- Puts together a bibliography in consultation with his/her committee. Compiling the bibliography begins almost immediately after being admitted to the PhD program as students take courses and start defining their D3 dissertation proposal. The student’s committee may request that the student write a literature review for each of the two research areas.
- Once coursework is almost complete and when the student indicates s/he is ready to take the exams, the committee will present three questions for each research area. The student will answer two in a take-home format and have one week to complete each exam. Responses cannot exceed a 10-15 pages long apiece; each exam must be no more than 20-30 pages long. Answering the questions in the two areas takes up 40-60 pages.
- The exam is typed and double-spaced. Citations should be placed in-text and consistently follow guidelines of the American Anthropologist, Association of American Geographers, or American Sociological Association Sociology. A list of cited references must be appended at the end of each exam.

Grading

Each committee member reads and grades the two research-areas exams. The committee meets to determine a grade of pass or fail. If a student fails, s/he makes revision or rewrites as per committee recommendations and as often as the committee deems necessary. Students may be asked to revise until the committee is satisfied with the student’s answer. If the committee does not think that the student is capable of completing the exams successfully, a final fail grade is assigned which means the student cannot continue in the PhD program.

Dissertation Proposal

Learning to write a research proposal is an indispensable skill for all graduate students. Whether the student plans to pursue a career in academia or in government, an NGO, or the private sector, writing a good proposal that obtains funding requires skills that will stay with the student throughout the career as an anthropologist, geographer, or sociologist. A successful proposal goes through various revisions based on feedback from professors, colleagues, and anonymous peer reviewers. Several rounds of revisions will make the proposals stronger and more competitive. Students will not succeed without this training. For MA students, the MA proposal results from the Writing Research Proposal course taken in the second year.

After passing the Ph.D. General Exam, a student works under the guidance of the dissertation committee to prepare a proposal and its oral defense. Dissertation proposals typically are 20 to 30 pages long. The University Graduate School requires the submission and approval of a five-page proposal to the Dean of Graduate Studies after the proposal defense has been conducted.
along with a Doctoral Dissertation Proposal Form (D-3: 

Note: If the dissertation research involves human subjects in any capacity, the student must file an application for clearance with FIU’s Institutional Review Board (IRB) and attach the approval to his/her proposal. No proposal will be accepted by the University Graduate School or the department without the IRB approval form unless the dissertation involves no human subjects. For more details on all aspects of the dissertation, see UGS regulations manual: http://www.fiu.edu/ugs/gpm/gradsec7.htm. On human subjects requirements see: http://research.fiu.edu/compliance/humanResearch/humanGuidelines.html

Writing the Dissertation Proposal: Professors will not rewrite student proposals. All students, especially those who are not native-English speakers, should have a third party read and edit their proposals. The Writing Center at the Green Library is a good resource. The committee will not consider proposals until they are properly written. Committee members will only focus on the content and organization of the proposal.

Timing: Professors will need at least two weeks before the dissertation-proposal defense to read and critique the proposal. More time may be needed for revisions. The dissertation chair must review and approve the five-page proposal before handing it to the Graduate Program Director. The GPD needs one week to review the proposal which is then submitted to the Graduate School with the D-3 (candidacy). At least one academic year and nine credits must lapse between candidacy and graduation. Students must plan their proposal defense to deal with contingencies.

Defense/Candidacy Exam

The proposal oral defense serves as the doctoral candidacy exam for the Ph.D. program in Global & Sociocultural Studies. The student defends the dissertation proposal in a public session before her/his Doctoral Research Committee, other, faculty, students and other individuals who wish to attend.

The DRC chair will work together with the Graduate Program Director and the Department Chair to announce the proposal-defense place and time at least 10 days before the public session.

Upon passing the dissertation proposal defense, the student gains candidacy status and the right to register for dissertation credits. An Application for Candidacy (Form D-2) must be approved by the GPD and then filed with the University Graduate School to obtain candidacy status. Full-time enrollment is three credits per semester or summer session beginning the term following the UGS’s approval of Form D-2. (See D-2: http://gradschool.fiu.edu/PDF_forms/D2_Program_for_Doctoral_Degree_Candidacy.pdf)

The Dissertation and Dissertation Defense

After successfully defending a dissertation proposal, students conduct the proposed research and complete a dissertation under the guidance of the dissertation committee. Upon completing the dissertation and receiving committee authorization to schedule the defense, students defend the
dissertation before the committee and the university community. The University Graduate School’s regulations governing the dissertation are described at [http://gradschool.fiu.edu](http://gradschool.fiu.edu).

**Requirements for Continuous Registration for Dissertators**

After first registering for dissertation credits, students are required to take at least three (3) credits each fall, spring and summer semesters until graduation.

**Dissertation Defense**

The dissertation defense consists of a public presentation and comprehensive oral examination focusing on the dissertation and relevant literature. The defense takes place before the student’s Doctoral Research Committee, other faculty, students or other individuals who wish to attend. The exam will be administered by the student's committee and coordinated by the committee's chair. The committee will determine whether the student passes or fails the defense; there are no conditional passes. A failure to pass the defense on the second attempt will result in dismissal from the program. The timing of the defense, or the retake, will be determined by the DRC. In general, only the student's committee will ask questions. The committee chair may invite comments from other individuals present.

The chair will work together with the Graduate Program Director and the Department Chair to announce the dissertation defense place and time at least 10 days in advance of the event.

**Submission of Dissertation to Committee**

Students must provide a final copy of their dissertation to the committee at least 30 days in advance of the scheduled defense. We strongly recommend that students submit their manuscripts well in advance of the 30-day minimum to allow time for revisions by the deadlines. Any exceptions must be made in writing to all members of the committee and must be agreed to by all members.

**Pre-Graduation Exit Interview**

Graduating students must schedule an exit interview with the Graduate Program Director before any forms are signed by committee members. In this interview, the GPD (1) gets feedback from the graduate and (2) obtains future contact information needed to comply with Florida requirements for assessing post-graduation career tracks.

**NOTE:** The University Graduate School website maintains the calendar of dates by which all forms (e.g., D1, D2, D3….graduation, etc.) must be filed in a timely fashion. See: [http://gradschool.fiu.edu/CalendarDeadlines.html](http://gradschool.fiu.edu/CalendarDeadlines.html). The GSS Graduate Program Director requires that these forms be submitted for review and action one week prior to the UGS deadlines.
M.A. Degree Worksheet

M.A. Degree in Global and Sociocultural Studies:
Master’s Degree (36 credits) First Semester Enrolled: _____________

<table>
<thead>
<tr>
<th>Student Name</th>
<th>PS #</th>
<th>Advisor</th>
</tr>
</thead>
</table>

**REQUIRED COURSES**: [12 credits] GPA must be 3.0 or higher A grade of “B” is required for all core courses

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Credits</th>
<th>Semester /Year</th>
<th>Grade</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>SYA 6127 – Theory and Inquiry</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SYA 6315 – Social Research Quantitative Methods</td>
<td>3</td>
<td></td>
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</tr>
<tr>
<td>ANG 5093 - Research Design and Methods</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SYA 6959 – Grad. Seminar in Proposal Writing</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**ELECTIVES**: [18 credits - 5000/6000 level courses only.] A minimum of two courses must be taken outside the Department.

<table>
<thead>
<tr>
<th>Course 1</th>
<th>Credits</th>
<th>Course 2</th>
<th>Credits</th>
<th>Course 3</th>
<th>Credits</th>
<th>Course 4</th>
<th>Credits</th>
<th>Course 5</th>
<th>Credits</th>
<th>Course 6</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
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<td>3</td>
<td>2.</td>
<td>3</td>
<td>3.</td>
<td>3</td>
<td>4.</td>
<td>3</td>
<td>5.</td>
<td>3</td>
<td>6.</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL** 36 credits
### Doctoral Degree Worksheet:
Doctorate in Global and Sociocultural Studies

**Student Name** | **PS #** | **Advisor** | **First Semester Enrolled**
--- | --- | --- | ---

**REQUIRED COURSES**: (12 credits)
GPA must be 3.0 or higher
A grade of “B” is required for all core courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Semester/Year</th>
<th>Grade</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
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<td>SYA 6127</td>
<td>Theory and Inquiry</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ANG 5093</td>
<td>Research Design and Methods</td>
<td>3</td>
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<td>Social Research Quantitative Methods</td>
<td>3</td>
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</tr>
<tr>
<td>SYA 6959</td>
<td>Grad. Seminar in Proposal Writing</td>
<td>3</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

**MAJOR REQUIREMENTS** (33 Credits)

**Two additional Discipline Specific Required courses** (6 credits)

1. Discipline Specific Theory
   - 3

2. Discipline Specific Methods
   - 3

**Two additional Discipline Specific Electives** (6 credits minimum)

1. Discipline Specific Elective A
   - 3

2. Discipline Specific Elective B
   - 3
Doctoral Degree Worksheet: - continued

| General Electives: (30 credits – 5000/6000/7000 level courses only.) Maximum of ONE Independent Study/Readings Course and TWO courses from outside the Department. |
|---|---|---|---|
| 1. | 3 |
| 2. | 3 |
| 3. | 3 |
| 4. | 3 |
| 5. | 3 |
| 6. | 3 |
| 7. | 3 |
| 8. | 3 |
| 9. | 3 |
| 10. | |

| Exam Preparation | 6 |

| Dissertation Credits | 15 |

| TOTAL Credits | 75 |

| Did Student Opt for New Curriculum from Old |
| [ ] Yes | [ ] No |

Qualifying Exam (Ph.D.) – Annotated Bibliography/Literature Reviews in 2 areas as required by Committee. Two Take-Home Exams: Questions based on Bibliography/Literature Reviews of two Major Research Areas as decided by the Committee. AREAS/COMPLETION DATE(s): (1) ________________________ (2)
ALL REQUIRED FORMS ARE POSTED ON THE UNIVERSITY GRADUATE SCHOOL WEB-PAGE: http://gradschool.fiu.edu/StudentForms.html

D1 Appointment of Dissertation Committee

D1R Appointment of Revised Dissertation Committee. If any addition or replacement to the original committee.

D2 Program for Doctoral Degree and Application for Candidacy (to show that all requirements have been completed)

D3 Doctoral Dissertation Proposal. Will include a copy of the 5 page + refs. Proposal to the UGS

D4 Dissertation Committee Report of Annual Dissertation Progress Conference

D5 Preliminary Approval of Dissertation and Request of Oral Defense

D6 Dissertation Defense Report

D7 Final Approval of Dissertation