

## Process for a Two-Year Political Science MA Degree with a Comprehensive Exam (Plan B)

### 1<sup>ST</sup> SEMESTER

- ❖ Enroll in three courses that apply towards the MA degree requirements and toward a certificate emphasis, if any (Public Policy or Global Politics)
- ❖ Take care of any conditions placed on your admission if you do not yet have “classified graduate” standing.
- ❖ Begin thinking about the two fields in which you would like to take an exam, and begin compiling an annotated bibliography of materials from any courses that you think might be relevant.

Completed: 9 units

#### *Note on electives:*

- 24 units of your degree should be within the Political Science department, unless we specifically develop a Program of Study with an exception for you.
- At least 21 units must be at the 600- or 700-level.

These guidelines leave some room for taking relevant courses outside the department or 500-level courses on special topics of interest.

### 2<sup>ND</sup> SEMESTER

- ❖ Enroll in three courses that apply towards the MA degree requirements and toward a certificate emphasis, if any (Public Policy or Global Politics)
- ❖ As part of these classes, write papers that permit you to review literatures relevant to the fields for your likely exams.
- ❖ Start thinking about who might serve on your exam committee (two full-time faculty members in the department). It will be essential for you to take examinations on topics about which someone in the department is an expert. Begin conversations with them about your ideas for exam fields and the literatures you should be learning.
- ❖ Work with the Grad Adviser to submit a **Program of Study** after the Fall Schedule comes out.

Completed: 18 units

### 3<sup>RD</sup> SEMESTER

- ❖ Enroll in two courses that apply towards the MA degree requirements and toward a certificate emphasis, if any (Public Policy or Global Politics)
- ❖ Enroll in a third elective or independent study closely connected to one of your exam fields. Use this course to review further literatures and develop your annotated bibliographies.
- ❖ Enroll in 1-unit 798 for community and support as you prep for exams (or in the final semester)
- ❖ Apply to **Advance to Candidacy**. *You need to advance before you can finalize your committee.*
- ❖ Working with prospective committee members, finalize a bibliography for each exam field that incorporates all the material for which you will be held responsible on the exam. Define the exam format for each field.
- ❖ Once the bibliographies are complete, meet with each committee member to review the plan and collect a signature. Submit form to the graduate adviser.

Completed: 28 units

### 4<sup>TH</sup> SEMESTER

- ❖ Enroll in a course that applies toward the MA degree requirements. If you have not yet had 6 units of electives, you might take an independent study (795/798) with one of your exam committee members
- ❖ Submit an **Application to Graduate** with a fee to the Cashier’s Office by the 2<sup>nd</sup> week of the semester
- ❖ Schedule the exams and oral defense with your committee members
- ❖ Study for your exams: develop detailed annotated bibliographies and notes
- ❖ Take the written exams according to the Spring schedule in April
- ❖ Hold an oral defense for your exams a week after the written portion
- ❖ Submit the evaluation form by your committee to the department graduate adviser
- ❖ If your exams were successful, ask the graduate adviser to submit a Report of Final Examinations to Grad Affairs

Completed: 31 units