

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

1ST 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. You could 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.

2ND 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, or that permit you to explore potential topics of interest.
- ❖ 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 plan your **Program of Study** after the Fall schedule comes out. Together, submit a petition to request any course substitutions.

Completed: 18 units

3RD 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 (3-unit 798) closely connected to one of your exam fields. Use this course to review further literatures and develop your annotated bibliographies.
- ❖ Apply to **Advance to Candidacy**. *You need to advance before you are eligible to take exams.*
- ❖ 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, complete the **Exam Committee Form** (linked on MA Degree Process website) and have both committee members sign it. Submit form to the graduate adviser by the date listed on the above website.
- ❖ Work on reading for your exams.

Completed: 27 units

4TH SEMESTER

- ❖ Enroll in a course that applies toward the MA degree requirements. If you have not yet taken the 3-unit 798, do that this semester with one of your exam committee members.
- ❖ Submit an **Application to Graduate** and pay the fee by the Schedule Adjustment deadline.
- ❖ Schedule the exams and oral defense with your committee members.
- ❖ Continue studying 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 about a week after the written portion.
- ❖ Have your committee sign the **Evaluation Form** at the end of the oral defense and submit it to the department graduate adviser.
- ❖ If your exams were successful, ask the graduate adviser to submit a **Report of Final Exam** to Graduate Studies.

Completed: 30 units