The graduate program in Native American Studies emphasizes the Hemispheric Study of the Americas. Graduate students may narrow their focus area in their thesis and/or dissertation work. Throughout the process, students should coordinate their plan of study and chart their progress with their Major Professor.

M.A. Program Requirements

ADMISSIONS REQUIREMENTS

Consideration for program admission requires a bachelor’s degree, three letters of recommendation, official transcripts, GRE scores, and Office of Graduate Studies online application with fee by the stated admission deadline. The online application can be found here: http://gradstudies.ucdavis.edu/prospective/applicationlanding.html. A minimum GPA of 3.0 is required for consideration. Admissions decisions are made on a case-by-case basis. Meeting some or all of these criteria does not guarantee admission, but merely eligibility. The decision to recommend admission to the Dean of Graduate Studies will be made by the Program Admissions Committee on the basis of available space and the competitiveness of applicants compared to the eligible pool.

M.A. DEGREE OVERVIEW

The M.A. Program in NAS requires approximately two years. The length of the program, however, is based on the student’s progress in mastering subject matter. Ordinarily, the M.A. thesis or project or comprehensive exam should be completed by the second year.

There are two possible plans for completion of the Master’s Degree; Plan I (Thesis or Project), or Plan II (Examination). By the end of the second quarter of their first year, students should begin consulting with their Major Professor to determine which is the best option for the completion of the M.A. Degree.

Successful completion of a Master’s Degree requires knowledge of the following subject areas listed below. Students may have fulfilled this requirement prior to admission. Otherwise, relevant coursework will have to be taken at Davis.

- Native American history (North, Central or South America)
- Native American religion and philosophy
- Native American government, politics and society
- Native American/Indigenous art (visual sovereignty)
- Native American performance
- Native American literature
- Native American women
- Native American language or linguistics
COURSE REQUIREMENTS

Plan I (thesis) requires 30 units of graduate and upper division courses (the 100 and 200 series) and a thesis (or a project in lieu of a thesis). At least 16 of the 30 units must be graduate courses in NAS. Students may take up to 8 units of course work in the 100 series. These must not duplicate courses taken for the B.A. The choice of courses must be made in consultation with the Major Professor.

Core courses required for Plan I (thesis) (16 units)
1. NAS 200 (4): Basic Concepts in NAS
2. NAS 220 (4): Colonialism, Racism, and Self-Determination
3. NAS 280 (4): Ethnohistory
4. One other NAS 200-level course, including but not limited to
   NAS 202 (4): Advanced Topics in NAS
   NAS 212 (4): Indigenous Community Development for Autonomy
   NAS 207 (4): Leadership Skills and Strategies in California Language Documentation & Revitalization
   NAS 213 (4): Native Criminality and Deviance
   NAS 217 (4): Public Law 83-280: Colonial Termination
   NAS 224 (4): Performance in the Americas
   NAS 233 (4): Visual Sovereignty
   NAS 237 (4): Native American Art Collections and Museums
   NAS 240 (4): Native American Public Health: Topics and Issues
   NAS 250 (4): Indigenous Critique of Classic Maya Ethnographies
   NAS 280 (4): Ethnohistorical Theory and Method

Plan II (examination) requires 36 units of graduate and upper division courses, of which at least 20 units must be graduate courses in NAS. Of the remaining 16 units, up to 4 units may be 299 or 298 courses, and up to 8 units may be from the 100 series; the rest should be 200 level courses. The choice of courses must be made in consultation with the Major Professor. Faculty may require graduate students enrolled in upper division undergraduate courses to complete additional work. A comprehensive examination of three hours is required.

Core courses required for Plan II (examination) (20 units)
1. NAS 200 (4): Basic Concepts in NAS
2. NAS 212 (4): Indigenous Community Development for Autonomy
3. NAS 220 (4): Colonialism, Racism, and Self-Determination
4. NAS 280 (4): Ethnohistory
5. Please choose one from the following list, including but not limited to:
   NAS 202 (4): Advanced Topics in NAS
   NAS 207 (4): Leadership Skills and Strategies in California Language Documentation & Revitalization
   NAS 213 (4): Native Criminality and Deviance
   NAS 217 (4): Public Law 83-280: Colonial Termination
   NAS 224 (4): Performance in the Americas
   NAS 233 (4): Visual Sovereignty
   NAS 237 (4): Native American Art Collections and Museums
   NAS 240 (4): Native American Public Health: Topics and Issues
Of the remaining 16 units, at least 12 should be letter graded. Students may choose among:
- Up to two NAS 100-level series courses
- Any other additional 200-level courses in NAS
- One graduate course from a discipline related to the student’s research: Anthropology, English, Comparative Literature, Human and Community Development, International Agricultural Development, Art History, Geography, History, Law, or other relevant programs
- Up to four units of 298/299 (independent study). To reiterate, these are graded on a S/U basis and, therefore, do not count as letter-graded courses. Students may take more independent studies with the approval of the Major Professor, but only four units (the equivalent of one graduate course) can count towards the degree

SPECIAL REQUIREMENTS: NATIVE LANGUAGE REQUIREMENT FOR THE M.A. DEGREE

Students seeking the M.A. degree are required to demonstrate basic competence in a Native American/indigenous language. With the approval of their Major Professor and the Graduate Adviser, students demonstrate knowledge of a Native American language by one of the following:

1. Complete 4 units of coursework or independent study, in which the student examines some aspect of a Native American/indigenous language relevant to his/her research.

2. Participate in a language internship program in which at least one quarter is spent off-campus doing language study in an indigenous community, or taking classes in an indigenous language through a tribe, or a college or university.

3. A student who comes to the program with a high degree of proficiency in a Native American/indigenous language may compose a 500-word text in the language (either in writing or by audio recording) without the help of a dictionary. This option is normally reserved for people who are native speakers of the language or who have other relevant background, such as advanced coursework or extensive experience living in communities where the language is spoken. A native speaker or a qualified linguist may act as a consultant for purposes of judging language competence. In the event of failure, a student may repeat an examination after one month. In the event of two successive failures the student may be required to enroll in a language course designated by the Graduate Adviser.

COMMITTEES

A) ADMISSIONS COMMITTEE

Once the completed application, all supporting material, and the application fee have been received, the application will be submitted to the Admissions Committee. The Admissions Committee consists of all department faculty. Based on a review of the entire application, a recommendation is made to accept or decline an applicant’s request for admission. That
recommendation is forwarded to the Dean of Graduate Studies for final approval. Notification of admissions decisions will be sent by Graduate Studies. Applications are accepted through Dec. 15 of the previous year for the next Fall entering class.

B) COURSE GUIDANCE
A consultation between the Major Professor and student must take place during Spring quarter, to be reviewed in the Fall, to formulate the course of study for the following year.

C) THESIS COMMITTEE OR COMPREHENSIVE EXAMINATION COMMITTEE
After a research topic has been selected, and in consultation with the Major Professor, the student forms the thesis committee. At least two of the three faculty members on the committee must be from within NAS. Although it is not required, one committee member may be from outside of NAS. The student’s Major Professor is the Chair of the thesis committee. The Candidacy for the Master’s Degree – Thesis Plan I (GS313) form should be completed and submitted to Graduate Studies by the end of the first year. The Thesis Chair and the Graduate Adviser must sign the form prior to submitting it to Graduate Studies (with a copy of the completed form to the Graduate Program Coordinator). The Dean of Graduate Studies, in approving the application, appoints the thesis committee. The student should remain in regular communication with all members of his/her committee during the implementation of the research for the thesis or project.

ADVISING STRUCTURE AND MENTORING
The Major Professor is the faculty member who supervises the student’s research and thesis; this person serves as the Chair of the Thesis Committee. The Graduate Advisor, who is appointed by Graduate Studies, is a resource for information on academic requirements, policies and procedures, and registration information. The Graduate Program Staff assists students with identifying a major professor, identifying appointments, and general university policies.

The faculty formally assesses student performance at the graduate student evaluation meeting held annually during Spring quarter. The Major Professor presents the Progress Report Form to the faculty. Additionally, faculty members with whom the student has taken course work evaluate student performance, and provide other relevant information. Following this meeting the Major Professor will inform the student about the evaluation of his/her performance.

ADVANCEMENT TO CANDIDACY
Every student must file an official application for Candidacy for the Degree of Master of Native American Studies after completing one-half of their course requirements and at least one quarter before completing all degree requirements; this is typically the end of the third quarter (first year). The Candidacy for the Degree of Master form can be found online at: http://www.gradstudies.ucdavis.edu/forms/. A completed form includes a list of courses the student will take to complete degree requirements. If changes must be made to the student's course plan after s/he has advanced to candidacy, the Graduate Adviser must recommend these changes to Graduate Studies. Students must have their Graduate Adviser and committee Chair sign the candidacy form before it can be submitted to Graduate Studies. If the candidacy is approved, the Office of Graduate Studies will send a copy to: the
appropriate graduate staff person and the student; the Thesis Committee Chair will also receive a copy, if applicable. If the Office of Graduate Studies determines that a student is not eligible for advancement, the department and the student will be told the reasons for the application’s deferral. Some reasons for deferring an application include: grade point average below 3.0, outstanding “I” grades in required courses, or insufficient units.

After the student has determined, in consultation with the Major Professor, to take the Comprehensive Exam, the student must file with the Office of Graduate Studies the official application for Candidacy for the Master’s Degree – Comprehensive Exam Plan II (GS314). This form is filed after completion of the first year. It is recommended that the student make an appointment with the Graduate Adviser to complete the form. The student should bring to this meeting a copy of his/her transcript (unofficial) for the completion of page 2 of the form. The student is responsible for filing the completed form, signed by the Graduate Adviser, with Graduate Studies.

When the Dean of Graduate Studies has approved the Candidacy for the Master’s Degree – Comprehensive Exam Plan II (GS314), a copy of it will be sent to the Graduate Program Coordinator for the Department’s records. If the Dean does not approve the Candidacy Form, the Department and the student will be informed that the action on the application has been deferred, and the reasons for the deferral. No student will be permitted to take the Master’s Exam until she/he has advanced to candidacy by Graduate Studies (see Advancement to Candidacy).

COMPREHENSIVE EXAMINATION AND/OR THESIS REQUIREMENTS

(A) Thesis requirements (Plan I)

This section is for students who have elected to produce a thesis or project for the completion of the M.A. Degree in NAS (Plan I). Students should anticipate spending approximately one year in the preparation, research and development of the thesis or project. Students are encouraged to begin this work during the first year of graduate school. As a general guideline, one might anticipate spending one quarter reviewing literature in the area of focus, selecting a thesis or project topic, and identifying and developing the methodological approach (i.e., the means of conducting the research).

After a research topic has been selected, and in consultation with the Major Professor, the student forms the thesis committee. At least two of the three faculty members on the committee must be from within NAS. Although it is not required, one committee member may be from outside of NAS. The student’s Major Professor is the Chair of the thesis committee. The Candidacy for the Master’s Degree – Thesis Plan I (GS313) form should be signed by the Thesis Chair and the Graduate Adviser and submitted to Graduate Studies (with a copy of the completed form to the Graduate Program Coordinator). The Dean of Graduate Studies, in approving the application, appoints the thesis committee. The student should remain in regular communication with all members of his/her committee during the implementation of the research for the thesis or project.

By the beginning of the first quarter of the second year, the student should have presented a detailed thesis proposal to the members of the thesis committee. Following approval of the proposal by the Chair of the committee, students conducting research with
human subjects should seek and receive Institutional Review Board (IRB) approval (current forms are located here: http://research.ucdavis.edu/f/f#Forms-IRBAdmin). Then, the student might anticipate devoting a quarter to conducting the research. The second quarter would be devoted to writing the thesis. In the final quarter of the second year, the student should submit the thesis or project to the thesis committee. A thesis can only be filed when a student is registered as a full-time student or is on filing fee, and filing fee can only be used for one quarter (please find link for filing fee here: http://www.gradstudies.ucdavis.edu/forms/GS305_FilingFeeApp.pdf).

The thesis should be written in consultation with the Major Professor. A thesis in NAS is approximately 100–130 pages, excluding bibliography and endnotes. The thesis should include:

- Specific question or problem to be addressed
- Significance of project
- Methods
- Review of related literature(s)
- Detailed analysis and interpretation of findings
- Conclusions
- Bibliography

If the proposed study is a project, it must be accompanied by an essay of publishable quality, and approximate length of 25-50 pages or more (in addition to bibliography, figures, and notes). The project should be developed and completed in consultation with the Major Professor. The final determination of the length rests with the Major Professor. The essay should engage with related literature, and include methods, theoretical development, and bibliography.

The thesis or essay accompanying the project should follow the format provided by Graduate Studies. Please see “Preparing and Filing Your Thesis or Dissertation” (http://gradstudies.ucdavis.edu/students/filing.html).

The student should submit the first draft to the Thesis Chair in the first week of the Spring quarter prior to filing the final copy of the thesis to Graduate Studies (please see Graduate Studies Calendar and Deadlines: http://gradstudies.ucdavis.edu/students/calendar.html) for scheduled dates for filing the thesis or project. Generally, in Spring quarter the date to submit the thesis to Graduate Studies is June 1. An initial draft of the completed thesis is submitted to the student’s committee Chair. After the Thesis Chair has reviewed the draft and suggested revisions, it is submitted to the other members of the committee. By the fourth week, the revised draft must be submitted to the other committee members. The student makes appointments with each committee member to review their reactions, comments and suggestions. At least two weeks prior to the filing date, the student makes final revisions and submits the revised document to committee members for final approval. A final presentation is not required; however, students are encouraged to take advantage of opportunities to present their work at departmental seminars and campus events.
SUMMARY FOR THE THESIS PLAN

The first year is devoted to completing core coursework and emphasis area coursework as approved by the Major Professor.

The second year of the program is devoted to completing any remaining coursework and the completion of the thesis or project.

(B) Comprehensive Examination: Plan II

Students can elect to take a Master's Exam for the completion of the M.A. Degree in NAS. By the end of the second quarter of the first year, students should consult with their Major Professor to determine if this is the best option for the completion of the M.A. degree.

Scheduling A Master's Exam

At the time the Candidacy for the Master's Degree: Comprehensive Exam Plan II (GS314) is filed with Graduate Studies, the student confers with the Graduate Program Coordinator to schedule the exam. After the exam has been scheduled with the Graduate Program Coordinator, it is the student's responsibility to inform the Graduate Adviser of the schedule date and time for the exam. Ordinarily the exam will take place in 2402 Hart Hall, the NAS Library/Conference Room, over three hours on a single day (Monday through Friday), usually 9AM to 12PM. The student may choose to take a brief break during the exam. If a break is taken, time will be added back to the three-hour period for the exam.

Details of the Master’s Exam

Two weeks prior to the examination, the Graduate Adviser solicits questions from the faculty with whom the student has taken coursework, and prepares the exam. The Graduate Adviser forwards the exam to the Graduate Program Coordinator, who will proctor the exam. A computer will be provided for the student to take the exam.

The exam has two sections. Section One offers a choice of questions focusing on the discipline of Native American Studies. Section Two offers a choice of questions focusing on the student's specific areas of study within the discipline. Students will be directed to answer one question in each section.

The Graduate Adviser provides to the Coordinator the names of faculty who should receive the student's responses. Typically, these faculty are the Major Professor and another faculty with whom the student has taken coursework. At the end of the exam, the Graduate Program Coordinator will electronically forward the questions and responses to the Graduate Adviser and the appropriate faculty members.

The faculty members responsible for reviewing the exam decide within one week if each question meets the criteria for successful completion of the exam. The faculty will meet to briefly discuss the exam after which the Graduate Adviser will communicate to the student the outcome.

Results of Comprehensive Exam

If the student's performance is deemed unsatisfactory on the Comprehensive Exam, the student will be able to re-take the exam one more time. Once the student has successfully passed the Comprehensive Exam and has completed all requirements for the M.A. degree,
the Graduate Adviser reviews the Master’s Candidate Degree Completion List (GS304) and signs the Master’s Report Form - Plan II (GS315). The Program Coordinator then submits the Report Form to Graduate Studies. A copy of this Report Form will be retained in the student’s file. Please see the Graduate Studies Calendar and Deadlines (http://www.gradstudies.ucdavis.edu/students/calendar.html) for appropriate filing dates.

**SUMMARY FOR THE EXAMINATION PLAN**

The first year is devoted to completing core coursework and emphasis area coursework as approved by the Major Professor.

The second year of the program is devoted to completing any remaining coursework and taking the comprehensive exam.

Normative time for completion of the MA degree is 2-3 years. Extensions beyond three years are strongly discouraged.

**DIPLOMA**

After the student has completed all requirements for the M.A. degree, the student should review the Master's Candidate Degree Completion List (GS304), a checklist for the filing of the thesis with Graduate Studies: (http://www.gradstudies.ucdavis.edu/forms/GS304_MastersDegreeCompletionList.pdf).

Please consult the Graduate Studies Calendar and Deadlines: (http://www.gradstudies.ucdavis.edu/students/calendar.html) for appropriate filing dates.

Following current (2014-2015) policies, after the Master’s Report Form Plan II has been submitted to Graduate Studies, the student can request Graduate Studies to issue a temporary certificate that states that he or she has completed all the requirements for the program and the official conferral date of the degree. This certificate may be given to an employer for proof of degree until the Registrar's Office issues an official transcript or diploma. The student must complete a form to request his/her transcript or diploma. Official transcripts normally are available two months after the official degree conferral date; diplomas normally are available four months after this date. To request an official transcript or diploma, contact the Registrar's Office: http://registrar.ucdavis.edu/html/diplomas.html - Order.

**NORMATIVE TIME TO DEGREE**

Normative time for completion of the MA degree is 2-3 years. Extensions beyond three years are strongly discouraged.

**GENERAL TIMELINE AND SEQUENCE OF EVENTS**

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Advanced Language Training | Advanced Language Training | Advanced Language Training
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200 level course (RAOS) | 200 level course (RAOS) | 200 level course (TAOS)
100 /200 level course | NAS 212 | Advancement to Candidacy; Formation of Committee

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<td>Guided study with professor</td>
<td>Guided study with professor</td>
<td>Take comprehensive exam (Plan II)</td>
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<td>Drafting thesis (Plan I)</td>
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SOURCES OF FUNDING

Students are typically supported by a combination of TA-ships, Work-study units, Associate instructorships (for students who complete the necessary requirements to teach Native American Studies 005), internal and external fellowships, and Research Assistance-ships.

PELP, IN ABSENTIA AND FILING FEE STATUS

Information about PELP (Planned Educational Leave), In Absentia (reduced fees when researching out of state), and Filing Fee status can be found in the Graduate Student Guide: [http://www.gradstudies.ucdavis.edu/publications/](http://www.gradstudies.ucdavis.edu/publications/)

TRANSITION FROM M.A. PROGRAM TO THE PH.D. PROGRAM

The M.A. is a terminal degree and does not provide automatic advancement to the Ph.D. program. Any M.A. student who wishes to be considered for the Ph.D. program should notify the Graduate Program Chair and the Graduate Adviser in writing no later than the end of their first year of study by completing a Petition for Change of Graduate Degree Objective form (choose “Plan to complete current degree “ and “Double Major” options on petition). This petition may be found here: [http://registrar.ucdavis.edu/local_resources/forms/D065-graduate-major-degree-change.pdf](http://registrar.ucdavis.edu/local_resources/forms/D065-graduate-major-degree-change.pdf). This petition will then be considered at the same time as admissions in the following academic year. If your petition is approved, you will be required to complete your M.A. before starting the Ph.D. program (Petition asks: “Is admission to new degree objective contingent upon completion of the present degree objective?” Answer: Yes). Students who enter with the M.A. as their degree objective and then are approved to transition to the Ph.D. must complete the M.A. exam, along with all the Ph.D. students who elect to obtain an M.A. on the way to earning a Ph.D. Students who enter as terminal M.A. students, complete the change of degree objective form prior to earning a terminal M.A. degree, and are accepted into the Ph.D. program, may count classes completed for the M.A. degree toward the course requirements for the Ph.D.
DOCTOR OF PHILOSOPHY DEGREE

ADMISSIONS REQUIREMENTS
Consideration for program admission requires a bachelor’s degree, three letters of recommendation, official transcripts, GRE scores, and Office of Graduate Studies online application with fee by the stated admission deadline. The online application can be found here: [http://gradstudies.ucdavis.edu/prospective/applicationlanding.html](http://gradstudies.ucdavis.edu/prospective/applicationlanding.html). A minimum GPA of 3.0 is required for consideration. Admissions decisions are made on a case-by-case basis. Meeting some or all of these criteria does not guarantee admission, but merely eligibility. The decision to recommend admission to the Dean of Graduate Studies will be made by the Program Admissions Committee on the basis of available space and the competitiveness of applicants compared to the eligible pool.

PHD PROGRAM OVERVIEW

The Ph.D. Program in NAS requires approximately three years of coursework and two or more years of dissertation research and writing. The length of the program, however, is based on the student’s progress in mastering subject matter. Ordinarily, the qualifying exam (written and oral) should be completed by the end of the third year.

Successful completion of a Ph.D. Degree requires knowledge at the graduate level of the following subject areas listed below. Students may have fulfilled this requirement prior to admission. Otherwise, relevant coursework will have to be taken at Davis.

- Native American history (North, Central, or South America)
- Native American religion and philosophy
- Native American government, politics, environment, and society
- Native American/Indigenous art (visual sovereignty)
- Native American performance
- Native American literature
- Native American women
- Native American language or linguistics.

DISSERTATION PLAN B
The Ph.D. in the Department of NAS follows Graduate Studies Plan B, in which a Dissertation Committee composed of three faculty members (minimum) directs the candidate in research and passes upon the merits of the dissertation.

C. PHIL—THE CANDIDATE IN PHILOSOPHY DEGREE
All students who are advanced to candidacy for the Doctor of Philosophy degree are eligible for the Candidate in Philosophy (C. Phil.) degree. To be eligible for this designation, the student must possess the intellectual capacity to complete the requirements for the Ph.D. The Candidate in Philosophy degree is intended as a formal indication that the student has completed the requirements for advancement to candidacy; it is not intended as a terminal degree or a consolation prize for not completing the Ph.D. The advantage of this intermediate degree is that students who have fulfilled their residence requirements and have advanced to candidacy will have tangible evidence of this accomplishment if they wish to complete their dissertation while holding a full-time teaching or research position.
To award the C.Phil., the Chair of the program should submit a letter outlining the justification for the award to their respective Student Affairs Officer in the Office of Graduate Studies.

**COURSE REQUIREMENTS**

A 12-course minimum (48 units), excluding 298’s and 299’s.

Three of the 12 courses are core courses.

The other nine courses (36 units) are electives, all must be letter-graded courses, and eight (32 units) must be in the 200 series (graduate level). Five of the elective courses (20 units) must be in NAS. One upper-division undergraduate course may be taken to fulfill the 48-unit course minimum; it should not duplicate a course taken for the B.A.

Core Courses (12 units):
- NAS 200 (4): Basic Concepts in NAS
- NAS 220 (4): Colonialism, Racism, and Self-Determination
- NAS 280 (4): Ethnohistory

Electives, please choose courses from the following list:
- NAS 202 (4): Advanced Topics in NAS
- NAS 207 (4) Leadership Skills and Strategies in California Language Documentation & Revitalization
- NAS 212 (4): Indigenous Community Development for Autonomy
- NAS 213 (4) Native Criminality and Deviance
- NAS 217 (4) Public Law 83-280: Colonial Termination
- NAS 224 (4) Performance in the Americas
- NAS 233 (4) Visual Sovereignty
- NAS 237 (4) Native American Art Collections and Museums
- NAS 240 (4) Native American Public Health: Topics and Issues
- NAS 250 (4). Indigenous Critique of Classic Maya Ethnographies
- Any other 200-level, graded NAS course that may be developed in the future.

We also encourage graduate students to take courses in other departments that are relevant to their own research interests.

**SPECIAL REQUIREMENTS: NON-ENGLISH LANGUAGE REQUIREMENTS FOR THE PH.D. DEGREE**

The graduate program in Native American Studies recognizes the importance of indigenous languages to any in-depth understanding of Native American/indigenous cultures. Students seeking the Ph.D. degree have two language requirements. They are required to demonstrate competence in two languages (other than English), which are relevant to research relating to Native American/indigenous peoples. One language must be a Native American/indigenous language, and the second may be an additional Native American/indigenous language, or Spanish, Portuguese, French, German, Latin, or other language approved by the student’s adviser.
With the approval of their Major Professor and the Graduate Adviser, students demonstrate beginning knowledge of a Native American language by one of the following:

1. A student who comes to the program with a high degree of proficiency in a Native American/indigenous language may compose a 500-word text in the language (either in writing or by audio recording) without the help of a dictionary. This option is normally reserved for people who are native speakers of the language or who have other relevant background, such as advanced coursework or extensive experience living in communities where the language is spoken. A native speaker or a qualified linguist may act as a consultant for purposes of judging language competence. In the event of failure, a student may repeat an examination after one month. In the event of two successive failures the student may be required to enroll in a language course designated by the Graduate Adviser.

2. Participate in language internship program in which at least one quarter is spent off-campus doing language study in an indigenous community, or taking classes in an indigenous language at a college or university.

3. Complete 8 units of coursework or independent study, in which the student examines some aspect of a Native American language relevant to his/her research.

Ph.D. students whose first language is English can meet the language requirement with non-indigenous languages by demonstrating reading competence in an examination consisting of translating a text of approximately 500 words; dictionary use is permitted. In the event of failure, a student may repeat an examination after one month. In the event of two successive failures the student may be required to enroll in a language course designated by the Graduate Adviser.

Students whose first language is not English, or who have taken at least two years college study of a language are only required to demonstrate competence in an indigenous language.

DESIGNATED EMPHASIS

A student may pursue a Designated Emphasis (DE) in a related field. Students who participate in a DE program benefit in several ways:

- Coursework for the Designated Emphasis provides analytical tools that enhance their research.
- The DE accords graduate students the opportunity to network with students and faculty across the UC Davis campus, thereby providing a larger audience for their research and work and increasing access to information about career opportunities.
- DE students have a larger pool of professors to draw from when forming their Qualifying Examination and dissertation committees.

The NAS Graduate Program is currently affiliated with the following three Designated Emphases:
• Feminist Theory and Research: http://wgs.ucdavis.edu/graduate-studies/designated-emphasis?destination=node/11
• Second Language Acquisition: http://slai-dev.ucdavis.edu/graduate-students/designated-emphasis-second-language-acquisition?destination=node/27
• Studies in Performance and Practice http://performancestudies.ucdavis.edu/index.php/degree-requirements/designated-empahses/pfs-de

In order to complete a DE in one of the above fields, the student will follow the explicit instructions to meet the requirements of that DE (see links to each program, provided above). These requirements must be completed prior to the Qualifying Exam.

There are two forms related to the DE, Designated Emphasis Application (GS323) and Designated Emphasis Report Form Final Verification (GS324).

EARNING AN MA ON THE WAY TO THE PHD

PhD students who wish to earn an MA on the way to the PhD will take the MA exam in the spring quarter of their second year of study. Once this decision is made the first step is for the student to completing a “Change in Degree Objective Form” for the double major option and then submitting this form to Graduate Studies.

SCHEDULING A MASTER’S EXAM

At the time the Candidacy for the Master’s Degree: Comprehensive Exam Plan II (GS314) is filed with Graduate Studies, the student confers with the Graduate Program Coordinator to schedule the exam. After the exam has been scheduled with the Graduate Program Coordinator, it is the student’s responsibility to inform the Graduate Adviser of the schedule date and time for the exam. Ordinarily the exam will take place in 2402 Hart Hall, the NAS Library/Conference Room, over three hours on a single day (Monday through Friday), usually 9AM to 12PM. The student may choose to take a brief break during the exam. If a break is taken, time will be added back to the three-hour period for the exam.

DETAILS OF THE MASTER’S EXAM

Two weeks prior to the examination, the Graduate Adviser solicits questions from the faculty with whom the student has taken coursework, and prepares the exam. The Graduate Adviser forwards the exam to the Graduate Program Coordinator, who will proctor the exam. A computer will be provided for the student to take the exam.

The exam has two sections. Section One offers a choice of questions focusing on the discipline of Native American Studies. Section Two offers a choice of questions focusing on the student’s specific areas of study within the discipline. Students will be directed to answer one question in each section.

The Graduate Adviser provides to the Coordinator the names of faculty who should receive the student’s responses. Typically, these faculty are the Major Professor and another faculty with whom the student has taken coursework. At the end of the exam, the Graduate Program Coordinator will electronically forward the questions and responses to the Graduate Adviser and the appropriate faculty members.
The faculty members responsible for reviewing the exam decide within one week if each question meets the criteria for successful completion of the exam. The faculty will meet to briefly discuss the exam after which the Graduate Adviser will communicate to the student the outcome.

RESULTS OF MA EXAM
If the student’s performance is deemed unsatisfactory on the Comprehensive Exam, the student will be able to re-take the exam one more time. Once the student has successfully passed the Comprehensive Exam and has completed all requirements for the M.A. degree, the Graduate Adviser reviews the Master’s Candidate Degree Completion List (GS304) and signs the Master’s Report Form - Plan II (GS315). The Program Coordinator then submits the Report Form to Graduate Studies. A copy of this Report Form will be retained in the student’s file. Please see the Graduate Studies Calendar and Deadlines (http://www.gradstudies.ucdavis.edu/students/calendar.html) for appropriate filing dates.

COMMITTEES

A) ADMISSIONS COMMITTEE
Once the completed application, all supporting material, and the application fee have been received, the application will be submitted to the Admissions Committee. The Admissions Committee consists of all department faculty. Based on a review of the entire application, a recommendation is made to accept or decline an applicant’s request for admission. That recommendation is forwarded to the Dean of Graduate Studies for final approval of admission. Notification of admissions decisions will be sent by Graduate Studies. Applications are accepted through Dec. 15 of the previous year for the next Fall entering class.

B) COURSE GUIDANCE AND ADVISING COMMITTEE
A consultation between the Major Professor and student must take place during Spring quarter, to be reviewed in the Fall, to formulate the course of study for the following year.

C) QUALIFYING EXAM COMMITTEE
By the end of the seventh quarter, the student is expected to propose the members of the Qualifying Examination committee to his or her major professor and the Graduate Adviser. After the student has determined, in consultation with the Major Professor and Graduate Adviser, the selection of the committee members for the Qualifying Exam, he/she must file with the Office of Graduate Studies the Application for Qualifying Examination (QE Application). This application can be printed from the Graduate Studies web site, http://gradstudies.ucdavis.edu/forms/. The QE Application must be signed by the NAS Graduate Adviser (not the Major Professor) prior to filing it with Graduate Studies. If the student has completed a Designated Emphasis (DE), the Director of the DE must also sign the QE Application, confirming that the student has completed all of the requirements of the DE.

The qualifying exam committee cannot be chaired by the student's dissertation committee chair. The qualifying exam committee will consist of five members. Members of the qualifying exam committee must hold a Ph.D. or equivalent terminal degree and be members of the UC academic senate. At least three members must be faculty from within NAS. One member must be from outside of the Department of NAS (this faculty member must be someone with whom the student has had relevant coursework or received
relevant research mentorship). In the event that the student has taken coursework with or received relevant research mentorship from an individual with a Ph.D. or equivalent terminal degree who is not a UC Senate member, the student may request an exception to policy so that this individual can be on the qualifying exam committee. In such case, the student must fill out the External Committee Membership Application (GS311).

D) DISSERTATION READING COMMITTEE

Once a student has advanced to candidacy for the Ph.D. degree (the degree Candidate in Philosophy), upon the recommendation of the Major Professor and the Graduate Adviser, a committee is appointed by the dean of the Graduate Division to direct the student in his/her research problem and to guide the preparation of the dissertation. The major professor normally chairs this committee. In completing the application for advancement to candidacy, the student formally names the members of the dissertation committee. The Dean of Graduate Studies, in approving this application, officially appoints the committee. Students conducting research with human subjects should seek and receive Institutional Review Board (IRB) approval (current forms are located here: http://research.ucdavis.edu/f/f#Forms-IRBAdmin) as soon as the prospectus is approved by the dissertation committee.

ADVISING STRUCTURE AND MENTORING

The Major Professor is the faculty member who supervises the student’s research and thesis; this person serves as the Chair of the Dissertation Committee. The Graduate Advisor, who is appointed by Graduate Studies, is a resource for information on academic requirements, policies and procedures, and registration information until the Course Guidance Committee is formed. The Graduate Program Staff assists students with identifying a major professor, identifying appointments, and general university policies.

The faculty formally assesses student performance at the graduate student evaluation meeting held annually during Spring quarter. The Major Professor presents the Progress Report Form to the faculty. Additionally, faculty members with whom the student has taken course work evaluate student performance, and provide other relevant information. Following this meeting the Major Professor will inform the student about the evaluation of his/her performance.

ADVANCEMENT TO CANDIDACY

Before advancing to candidacy for a doctoral degree, a student must have satisfied all requirements set by the graduate program, must have maintained a minimum GPA of 3.0 in all course work undertaken (except those courses graded S or U), and must have passed a Qualifying Examination before a committee appointed to administer that examination. Normally, students advance by the end of the 9th quarter; students must pass their QE by the end of the ninth quarter in order to remain eligible for academic appointments (TA, GSR, AI, etc.). The student must file the appropriate paperwork with the Office of Graduate Studies and pay the candidacy fee in order to be officially promoted to Ph.D. Candidacy. Refer to the Graduate Council website for additional details regarding the Doctoral Qualifying Examination at http://gradstudies.ucdavis.edu/gradcouncil/policiesall.html.
QUALIFYING EXAMINATION

STATEMENTS
The student must submit statements of approximately 10 pages each in the following three areas: theory/discipline, geographic region, and dissertation topic. The statements must be submitted to each Qualifying Exam committee member at least one month prior to the written portion of the Qualifying Exam. The student should be guided in the production of these statements principally by the Major Professor, but also in communication on specific topics with qualifying exam committee members.

The **theory** statement should represent the student’s articulation of the field of Native American and indigenous studies, with attention to the program’s hemispheric and interdisciplinary approach, the major subfields of the discipline, the major intellectuals who have shaped the field, and the major themes that are prominent in the field.

The **geographic region** statement should articulate the student’s chosen focus of a broad region in the Americas, with attention to the (historical, cultural, linguistic, political) specificities of the region.

The **topic** statement should broadly contextualize the dissertation topic: what it is, why it is important, how it relates to the field of NAS and other relevant disciplines, what other work has been done in this area and by whom, and how this project will add to the research on the topic.

READING LISTS
Working with his/her Major Professor and Qualifying Exam committee members, the student must develop a substantial bibliographic list of his/her study areas while in the program. This bibliographic list should include all required course readings, readings done for seminar papers, readings done through independent or group study, readings required by the qualifying exam committee members, and readings and research undertaken for the dissertation. This larger reading list is separate from and in addition to the shorter bibliographies that should accompany each of the three statements.

DISSERTATION PROSPECTUS:
The dissertation prospectus should be 15–20 pages, and should define a dissertation problem and method(s), identify the major primary and secondary sources, and situate the project in the context of the field. The prospectus should include a preliminary overview of planned chapters and a proposed schedule of research and writing. **The Major Professor and the Graduate Adviser must approve the prospectus before the examination can be scheduled.** The prospectus should be suitable for submission to a funding agency such as the Ford Foundation or the National Science Foundation. This proposal should be submitted to funding agencies near the time of the qualifying examination.

The Major Professor, the Graduate Adviser, and the qualifying exam committee must approve the fields to be examined, the statements, and the reading lists before the exam
can take place. The qualifying exam cannot take place until Graduate Studies has approved the application to take the qualifying exam.

QUALIFYING EXAM PROCESS

Written Exam

The first portion is a written examination (administered in three 3-hour segments over a period of three days), and, when completed, will be followed no more than three weeks later by an oral examination which will be no less than two hours and no more than three hours. Both written and oral examinations will relate closely to the student’s coursework leading up to the qualifying exam. In preparation for the exam, the student is expected to work with all of his/her Qualifying Exam committee members, including the Major Professor and the Qualifying Exam committee chair.

On the first day of the written exam, students are examined on Theory; on the second day, Region; and on the third day, Topic. On each day, students will have a choice of questions to answer. The questions are generated from the faculty who are members of the qualifying exam committee. The questions are received and organized by the chair of the qualifying exam committee. The Graduate Program Coordinator administers the exam. The Department of Native American Studies provides a computer for the student to use. At the end of each day, the Graduate Program Coordinator sends the questions and answers to each committee member. Once the exam is completed, the committee members have approximately one week to read and evaluate the exam. The qualifying exam committee members will meet prior to the oral exam to assess the written exam. Within two weeks of the written exam, the oral exam will take place, with all of the committee members present.

Oral Exam

The qualifying examination committee members confer after the oral exam to evaluate the student’s performance on both the written and the oral portions of the exam. Committee members endeavor to reach a unanimous decision on the student’s qualifications for successful completion of the program. Members evaluate the student based on the following factors:

- Performance on the exam
- Potential for scholarly research
- Overall academic performance

Outcome of the Exam

Once the committee members discuss and vote on the performance, the qualifying exam committee chair then conveys to the student the committee’s decision. When the student has passed the Qualifying Exam, s/he is required to file with Graduate Studies the application entitled “Candidacy for the Degree of Doctor of Philosophy – Plan B,” which can be found on the Graduate Studies website, http://gradstudies.ucdavis.edu/forms/phdb.pdf. The NAS Graduate Adviser and the Chair of the Dissertation Committee sign this application. If the student has completed a Designed Emphasis (DE), the Director of the DE is also required to sign the application. After the application has been completed and all signatures obtained, the student is required to provide a copy to the NAS Graduate Program Coordinator prior to filing the
original with the Office of Graduate Studies, which should be done within one month of the completion of the Qualifying Exam. According to the Graduate Council “Time to Degree Policy” (http://gradstudies.ucdavis.edu/gradcouncil/GC2000-01%20Policy%20on%20Time%20to%20Degree.pdf), “Students will have four calendar years after the date they pass their qualifying examination to submit their dissertation. At this time, if a student has not submitted his/her dissertation to Graduate Studies, s/he will be placed on probation and has one year from that date to submit the dissertation. If not submitted within one year, the student will no longer be allowed to enroll the following quarter and will be dismissed. The clock is “set” from the date of passage of the Qualifying Examination, not the time the student officially advances to candidacy through submission of the form to Graduate Studies.”

Dissertation

General Requirements

Filing of a Ph.D. dissertation with the Office of Graduate Studies is normally the last requirement satisfied by the candidate. The deadlines for completing this requirement are listed each quarter in the campus General Catalog (available online at the website of the Office of the Registrar or from the Bookstore). A candidate must be a registered student or in Filing Fee status at the time of filing a dissertation, with the exception of the summer period between the end of the Spring Quarter and the beginning of Fall Quarter. The PhD. Dissertation will be prepared, submitted and filed according to regulations instituted by the Office of Graduate Studies http://gradstudies.ucdavis.edu/students/filing.html. The Dissertation Committee Chair must verify satisfaction of this requirement.

The research conducted by the student must be of such character as to show ability to pursue independent research. The dissertation reports a scholarly piece of work of publishable quality that solves a significant problem in the field and is carried out under the supervision of a member of program while the student is enrolled in the program. The chair of the dissertation committee must be a member of the program and must be immediately involved with the planning and execution of the experimental work done to formulate the dissertation.

Students should meet regularly with their dissertation committee. The dissertation must be submitted to each member of the dissertation committee at least one month before the student expects to make requested revisions; committee members are expected to respond within 4 weeks, not including summer months for nine month faculty. Informing committee members of progress as writing proceeds helps the members to plan to read the dissertation and provide feedback within this time frame. The dissertation must be approved and signed by the dissertation committee before it is submitted to Graduate Studies for final approval.

Specific Requirements

As appropriate to the discipline and the research project, a dissertation in Native American Studies is approximately 200-400 pages, excluding bibliography and endnotes. The dissertation should be based upon original research and/or creative work and include the following elements:

Specific question or problem to be addressed
Significance of project
Methods
Review of related literature(s)
Detailed analysis and interpretation of findings
Conclusions
Bibliography

Upon the recommendation of the Major Professor and the Graduate Adviser, a committee of three faculty appointed by Graduate Studies passes on the merits of the dissertation. A dissertation can only be filed when a student is registered as a full-time student or is on filing fee, and filing fee can only be used for one quarter (please find link for filing fee here: http://www.gradstudies.ucdavis.edu/forms/GS305_FilingFeeApp.pdf).

The dissertation should follow the specific format for preparing, typing, filing, abstracting, and copyrighting the dissertation provided by Graduate Studies ["Preparing and Filing Your Thesis Dissertation," located at http://gradstudies.ucdavis.edu/students/filing.html]. It is the candidate’s responsibility to see that these requirements are met.

It is also the candidate’s responsibility to give copies of the dissertation to the members of the Dissertation Committee well in advance (at least four weeks) of impending submission deadlines to give the committee the opportunity for review and to give the student the opportunity to make any required revisions.

In addition to providing a copy of the dissertation to Graduate Studies, the Ph.D. candidate shall furnish a bound copy of the dissertation for the permanent file in the Department of NAS.

Per Graduate Studies Commencement Eligibility Policy, graduate students who have not completed all degree requirements are only eligible to participate in Spring (June) commencement if they file a Commencement Release form stating that all degree requirements will be completed by the end of summer of the same year (usually late August). More information may be found on the Graduate Studies website regarding Commencement: Eligibility and Registration.

Questions and concerns should be addressed to the Major Professor and/or Graduate Adviser.

NORMATIVE TIME TO DEGREE

The qualifying examination is normally held during the ninth quarter of residence. Students are strongly encouraged to stay within this time frame. The Major Professor and Graduate Adviser must approve any exceptions.

When the student has passed the Qualifying Exam, s/he is required to file with Graduate Studies the application entitled “Candidacy for the Degree of Doctor of Philosophy – Plan B.” After the application has been completed and all signatures obtained, the student is required to provide a copy to the NAS Graduate Program Coordinator prior to filing the original with the Office of Graduate Studies, which should be done within one month of the completion of the Qualifying Exam. According to the Graduate Council “Time to Degree Policy” (http://gradstudies.ucdavis.edu/gradcouncil/GC2000-
“Students will have four calendar years after the date they pass their qualifying examination to submit their dissertation.”

GENERAL TIMELINE AND SEQUENCE OF EVENTS

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<th>Spring</th>
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<td>Qualifying Exam Preparation (Committee formed)</td>
<td>Qualifying Exam Preparation</td>
<td>Qualifying Exams (Advancement to Candidacy)</td>
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| Years Four-Six | | | |
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| Dissertation Research and Completion | |

SOURCES OF FUNDING

Students are typically supported by a combination of TA-ships, work study units, Associate instructorships (for students who complete the necessary requirements to teach Native American Studies 005), internal and external fellowships, and Research Assistance-ships.

PELP, IN ABSENTIA AND FILING FEE STATUS

Information about PELP (Planned Educational Leave), In Absentia (reduced fees when researching out of state), and Filing Fee status can be found in the Graduate Student Guide: [http://www.gradstudies.ucdavis.edu/publications/](http://www.gradstudies.ucdavis.edu/publications/)
LEAVING THE PROGRAM PRIOR TO COMPLETION OF THE PHD REQUIREMENTS

Should a student leave the program prior to completing the requirements for the PhD, they may still be eligible to receive the Masters if they have fulfilled all the requirements (see Masters section). Students can use the Change of Degree Objective form available from the Registrar’s Office: http://registrar.ucdavis.edu/PDFFiles/D065PetitionForChangeOfGraduateMajor.pdf