# TABLE OF CONTENTS

## PART 1: ENGLISH MA PROGRAM OVERVIEW
- English MA Graduate Program Administration 4
- English MA Graduate Program Faculty 5
- English MA Graduate Program Description 8

## PART 2: ENGLISH MA COURSE OF STUDY
- English MA Degree Requirements 10
- English MA Seminars 10
- English MA Concentrations 11
  - Literature Concentration
  - Composition Concentration
  - Creative Writing Concentration
  - Intradisciplinary Study
- English MA Seminar Sequences Recommended by Concentration 12
- English MA Seminars Listed by Concentration 14
- English MA Final Exercise 16
- English MA Special Areas of Study 17
  - Pedagogy Seminars
  - M.F.A. (Master of Fine Arts) Seminars
- Teacher Certification in English 17

## PART 3: ENGLISH MA SPECIAL OPPORTUNITIES
- English MA Special Course Offerings 19
  - Critical Research Methods
  - Boston Public Library Seminars
  - English Studies Workshop
  - English Research Workshop
  - Graduate Internship in English
  - Independent Study
  - MFA (Master of Fine Arts) Seminars
  - Graduate Courses in Other Programs
  - Graduate Consortium in Women’s Studies
- English MA Extracurricular Offerings 21
  - Monthly Get-Togethers
  - Infosession Series
  - English MA Advisory Board
  - Annual English MA Student Conference
  - Boston Public Library Volunteer and Internship Programs
  - Creative Writing Readings
  - Sigma Tau Delta Honors Society
  - Literary Theory Reading Group
  - Breakwater Review
  - Campus Publications
PART 4: ENGLISH MA POLICIES AND PROCEDURES

English MA Course Registration Procedures 23
English MA Advising 23
Non-Degree Student Procedures 24
English MA Grading 24
- Incompletes
- Withdrawals

Official University Requests and Forms 25
- Leave of Absence
- Transfer Credit
- Application for the MA Degree

PART 5: ENGLISH MA ADMISSIONS

Graduate Admissions Procedures 27
English MA Application Deadlines 27
English MA Application Components 28

PART 6: ENGLISH MA ASSISTANTSHIPS AND EMPLOYMENT

English MA Graduate Assistantships 30
English MA Teaching Assistantship Program 31
- TA1: Tutor, Apprentice
- TA2: Teaching Associate
English MA Research Assistantships 33
Additional Employment Opportunities 33
Financial Aid Office 34
Bursar’s Office 34

PART 7: DEPARTMENT AND UNIVERSITY OPPORTUNITIES

Departmental Prizes 35
Libraries 35
Graduate Student Assembly 36
University Services 36

Appendix 1: Helpful Contacts and Links 37
Appendix 2: Initial Teacher Licensure: Frequently Asked Questions 38
Appendix 3: Quick Facts on English MA Program 40
Appendix 4: Directions to UMass Boston English Department 41
PART 1:
ENGLISH MA PROGRAM OVERVIEW

ENGLISH MA GRADUATE PROGRAM ADMINISTRATION

English MA Graduate Program Office
The Graduate Program is located in the English Department, on the sixth floor of UMass Boston’s Wheatley building. As you enter the English Department, the Graduate Program Office is directly in front of you, in office #08.

English MA Graduate Program Director
The Graduate Program Director (GPD) is Professor Betsy Klimasmith. Please make an appointment to meet with her by contacting the English MA Program Administrator, as directed below.

English MA Graduate Program Administrator
The Administrator for the English MA Program in English is Samantha Regan. Inquiries about program admissions and requirements, information for program announcements, questions about university processes, or requests for an appointment with the Graduate Program Director should be directed to her at:

• 617-287-6702
• samantha.regan@umb.edu
• englishma.program@umb.edu

English MA Graduate Website:
Please check our website for program information, including course listings, program forms, and program news and updates:

• www.umb.edu/academics/cla/english/grad/ma

After you are a member of the program, you will be invited to join our English MA wikipage, Facebook page, and twitter account.
ENGLISH MA GRADUATE PROGRAM FACULTY

Erin Anderson PhD University of Pittsburgh
  • Composition- Literacy, Pedagogy, Rhetoric and Digital Media

Matthew Brown PhD University of Wisconsin Madison
  • Twentieth-Century British Literature, Postcolonial Literature and Theory

Patrick Barron PhD University of Nevada Reno
  • Literature and the Environment, Native American Literature, Contemporary Poetry

Neal Bruss PhD University of Michigan
  • Criticism, Composition, Linguistics, History of English

Matthew Davis PhD Florida State University
  • Composition, Visual Rhetoric

Sari Edelstein PhD Brandeis University
  • Nineteenth-Century American Literature, Women Writers, History of Journalism

Elizabeth Fay PhD SUNY Stony Brook
  • Romanticism, Nineteenth-Century Poetry, Feminist Criticism, Literary Theory

John Fulton M.F.A. University of Michigan
  • Creative Writing-Fiction, the Novella and Short Story

Judith Goleman PhD University of Pittsburgh
  • Composition Theory and Pedagogy, Literary Theory, Literacy

Sarah Hamblin PhD Michigan State University
  • Film Studies and Theory

Holly Jackson PhD Brandeis University
  • Nineteenth-Century American Literature, Queer Theory

Betsy Klimassmith PhD University of Washington
  • Urban Literature, American Literature

Barbara Lewis PhD New York University
  • African-American Theater, Modern Drama

Scott Maisano PhD Indiana University
  • Renaissance Literature, Shakespeare, Literature and Science

Jill McDonough M.F.A. Boston University
  • Creative Writing-Poetry
Askold Melnyczuk MA Boston University
  - Creative Writing-Fiction, Contemporary Fiction

Alex Mueller PhD University of Minnesota
  - English Education and Pedagogy, Medieval Literature, History of English

Cheryl Nixon PhD Harvard University
  - Eighteenth Century, Rise of the Novel, History of the Book, Literature and Law

Nadia Nurhussein PhD University of California Berkeley
  - African-American Literature, Poetic Form, Creative Writing Poetry

Shaun O'Connell PhD University of Massachusetts Amherst
  - American Literature, Modern American Fiction, Irish Literature

Thomas O'Grady PhD Notre Dame University
  - Irish Literature, Poetry

Louise Penner PhD Rice University
  - Victorian Literature, Women’s Literature, Literature and Medicine

Joyce Peseroff M.F.A. University of California Irvine
  - Creative Writing-Poetry, Contemporary Poetry

Daniel Remein PhD New York University
  - Early and Late Medieval literature, 20th-century and contemporary poetry and poetics

Emilio Sauri PhD University of Illinois Chicago
  - American and Latin American Literature, Translation Studies, Hemisphere Studies

Lloyd Schwartz PhD Harvard University
  - Creative Writing-Poetry, Poetry and Poetics

Eve Sorum Ph.D University of Michigan
  - Modernism and Twentieth-Century British Literature

Rajini Srikanth PhD SUNY Buffalo
  - American Literature, Multi-Cultural Literature, Pedagogy

John Tobin PhD University of Toronto
  - Renaissance Literature, Shakespeare

Susan Tomlinson Ph.D Brown University
  - African-American Literature, Harlem Renaissance, Gender and Modernism

Leonard Von Morzé Ph.D University of California Berkeley
• Colonial American Literature, Literature of the Early Republic

Vivian Zamel PhD Columbia University

• Composition Pedagogy, ESL
Our graduate program in English encompasses traditional approaches to English studies and reexamines those approaches. We offer a flexible program of study with three areas of concentration: literature, composition, and creative writing. Students often create an integrated intradisciplinary program of study that includes courses from two or three areas. All of our students engage with the imaginative worlds that texts create—worlds created and shared by literary authors, analytical writers, responsive readers, and reflective thinkers.

Our MA program attracts a dynamic mix of students who bring a diversity of opinions and ideas to our lively classrooms. Our students come from a variety of backgrounds; some apply directly from undergraduate or foreign colleges, while others have been out of school for a number of years. Our students pursue a broad range of goals, including preparing for PhD study or English-related careers, developing talents as creative writers, honing professional writing skills, and seeking personal enrichment. Many teach or plan to teach at the secondary school or community college level.

One of the MA program’s central goals is to create a community of critical and creative readers and writers. Our courses are small seminars with approximately 15 participants, offering students the opportunity for ongoing interaction with each other and with faculty in a challenging yet friendly academic environment.

These small graduate student only seminar courses are designed specifically for our MA program (MA students are not simply added into B.A. courses, a common practice in many other programs). Typically, our courses:

- focus on the close reading of texts, whether the texts have been produced by those traditionally defined as the major writers in the British and American traditions or by writers whose work was overlooked or excluded from that tradition, including women writers, African-American writers, immigrant or ethnic writers, Native American writers, working-class writers, and post-colonial writers.

- examine, both theoretically and practically, traditional boundaries between different aspects and types of language, writing, and literature, such as between canonical and non-canonical literature, between traditional and experimental writing, between genres.

- pay significant attention to the reading and writing produced by graduate students, both critical and creative, with a genuine interest in students' development as readers and writers at an advanced graduate level.

MA Program coursework prepares students to complete an original, self-defined, faculty-advised final exercise. Students develop their intellectual interests while taking our seminars, these interests in turn fuel the final exercise. As they approach their final exercise, students select their own faculty advisor.

We offer several special program opportunities. For example, through a partnership between the English Department and the Boston Public Library, we offer seminars in the Boston Public Library’s Rare Books Room focusing on literary and archival research; students gain experience working with rare books and other artifacts. We also offer opportunities for internships, research assistantships, independent study, and collaborative teaching.
Our MA students often work as teaching assistants, being prepared to teach through a competitive program that features carefully-sequenced teaching experiences. This training includes pedagogy coursework, tutoring, and an apprenticeship that can take the form of shadowing a mentor-professor, working in a “community engagement” teaching setting, or serving as a section leader for a lecture course. Successful teaching assistants may teach their own self-designed literature or composition course in conjunction with an advanced pedagogy seminar. Teaching assistants receive a stipend and tuition waiver.

We also offer a limited number of research assistantships. RAs might work directly with a professor on his/her own research; they might focus on rare books and manuscripts research at area libraries with unique collections of primary source materials such as the Boston Public Library, Hemingway Archives at the J.F.K. Library, and the Massachusetts State Archives. Students work in teams or pairs to complete a group-defined project. The RA trajectory typically includes a first semester in which materials, methodology, and practice are explored, and a second semester in which a public project is completed. Teaching and research assistant duties are assigned based on the student’s experience and program goals; TAs and RAs receive a stipend and tuition waiver.

Students seeking guidance in shaping their future English career trajectories will find ample support. The MA Program offers frequent infosessions in which faculty and alumni/ae panels discuss topics including internships and careers in teaching, writing, non-profit administration, and fields such as publishing and publicity. Other infosessions help interested students prepare applications for PhD programs or bring in staff from the library and Career Services to help students achieve their research and career goals. Social events enable students and alumni/ae to mingle and network off-campus.

Our faculty members bring many areas of expertise to the MA program, exploring the longstanding concerns and the latest trends that define the study of literature, composition, creative writing, and pedagogy. All of our MA faculty have significant records of publication.
PART 2:  
ENGLISH MA COURSE OF STUDY

ENGLISH MA DEGREE REQUIREMENTS
The MA degree requires 30 credits of approved study. Each MA course is worth 3 credits, meaning that the MA student must take at least 10 courses. Every student must complete a Final Exercise: either a Project, Exam or Curriculum Unit (3 credits) or a Masters Thesis (6 credits); these credits count towards the 30-credit total. Students who work as Teaching Assistants MUST take a required pedagogy class and thus should plan on taking 11 courses total.

MA credits may be earned in graduate English seminars (see list below), the Graduate Colloquium (ENGL 609), the Final Exercise (ENGL 691, ENGL 692, ENGL 693, or ENGL 699), the Graduate Internship in English (ENGL 695), the Intern Seminar (ENGL 698) or in up to 6 credits of Independent Study (ENGL 696). Undergraduate courses cannot be counted toward the MA degree. One-credit graduate workshop courses (ENGL 689 and ENGL 690) do not count toward the MA degree’s 30-credit total, as they offer academic support but do not consist of academic study.

Matriculated MA students may count up to 6 English course credits (2 courses) taken in graduate programs elsewhere toward their degree (see Transfer Courses section). No course credit may count toward more than one degree, graduate or undergraduate.

The English Department’s minimum residency requirement is that at least 24 credits (8 courses) must be taken at UMass Boston. Full-time study for the MA degree can be completed in three semesters, but this is not recommended. Most students take at least four semesters to complete the degree, and a semester in which 2 or 3 courses are taken is considered a “full load.” Many of our students enroll on a part-time basis, taking only 1 course.

ENGLISH MA SEMINARS
The MA program creates a unique learning atmosphere by offering only small, 15-student seminar courses. Graduate seminars are taught by our full-time, tenure-line faculty. Except for certain writing workshops, MA seminars are “graduate student only” and do not enroll undergraduate students. Approximately 25-30 graduate seminars are offered each year: 14-15 each semester, an additional 2 M.F.A. courses each semester, and 4-6 in the summer. Cross-listed (interdepartmental) courses may count toward the degree.

Readings for MA seminars usually include a mix of primary and secondary materials. Students have significant responsibility for contributing to the ongoing work of the seminars through class discussions and informal and formal presentations. Students also do a significant amount of writing, including both short papers and substantial, researched seminar papers. These writing assignments help to prepare the students for their final exercises.

Seminars are generally scheduled for late afternoon and evening. Courses typically meet once a week for two and a half hours and are typically scheduled in two time slots: 4:00pm-6:30pm and 7:00pm-9:30pm. We also hold courses that need to take advantage of Boston cultural organizations (such as courses utilizing the Boston Public Library) on Mondays or Fridays, 2:00-5:00pm.
ENGLISH MA CONCENTRATIONS
As they structure their MA program work, students may choose from among three concentrations or choose to combine elements of the three:

- LITERATURE CONCENTRATION
- COMPOSITION CONCENTRATION
- CREATIVE WRITING CONCENTRATION

By design, our curriculum does not have a large number of requirements. Students admitted to the MA program are well prepared to undertake advanced study in English, and are encouraged to create a self-defined trajectory of study in one of our concentrations or by combining concentrations. After completing 15 credits (half of the program), students write a “Self Assessment and Planning Narrative” that explains his/her concentration, research cluster, and progress towards the final exercise.

LITERATURE CONCENTRATION
All literature concentrators are required to complete a final exercise in literature and to take at least five seminars emphasizing literature. In addition, students must take at least one course in which the majority of the texts studied were written before 1850.

Courses in the literature concentration may focus on particular writers (Shakespeare, Toni Morrison, Seamus Heaney); on periods (Elizabethan and Jacobean, Romantic) or redefinitions of those periods (Medieval Worlds); on genres (Poetry, Fiction, Essay, Drama); on categories outside of traditional rubrics (Working Class Literature, Post-Colonial Literature); on archival research (Print in Colonial Boston, 400 Years of Shakespeare in Print). Many of these courses draw on a variety of critical approaches, including feminist theory and cultural criticism, while others explore the history of literary criticism and the impact of current literary theory and criticism. Some courses reflect the department’s interest in pedagogy (The Teaching of Literature, Teaching with Technology). We do not offer survey courses at the graduate level; we recommend undergraduate courses (not for graduate credit) for students seeking general coverage of literary periods.

COMPOSITION CONCENTRATION
Students are required to complete a final exercise in composition and take at least four seminars related to composition.

Courses in the composition concentration examine composition theory and pedagogy, the history of composition studies, rhetorical theory, the composing process, composition research, linguistics and literacy. Other courses focus on students’ personal and professional writing for varying audiences and purposes: practical writing, autobiographical writing, writing for the public.

Courses in theory and in language and literacy are “cross-over” courses and are counted in both the composition and literature concentrations. They offer an overview of influential current theory, an introduction to the history and structure of the English language, and opportunities for the application of theoretical perspectives to both literary and non-literary (including spoken) texts. Some courses such as Life Writing, may count towards the literature, composition, or creative writing concentration. Special topics courses are categorized based on the particular topic. Check with your faculty advisor, the Graduate Program Director, or the MA Program Administrator if you have questions about how courses are classified.
CREATIVE WRITING CONCENTRATION
Students are required to complete a final exercise in creative writing and to take at least four courses emphasizing creative writing (at least one of these must be an advanced workshop in either poetry or fiction), and at least three additional courses emphasizing literature. ENGL 681 and 682 (advanced workshops in poetry and fiction) may each be repeated up to 3 times, or a total of 9 credits per course. For students with strong backgrounds in literature who have an interest in preparing themselves to teach composition as well as creative writing, the literature course requirement may be modified with the permission of the Graduate Program Director.

Courses in the creative writing concentration use intensive reading of literature (poetry, fiction, poetry in translation) as a basis for the writing of original poetry or fiction, or for the translation of poetry. Advanced creative writing workshops, open to a mix of qualified graduate and undergraduate students, are available each semester in both fiction and poetry. Seminars in Reading and Writing Poetry and Reading and Writing Fiction are offered each year. Some courses in the separate M.F.A. program in Creative Writing are open to MA students on a space-available basis.

INTRADISCIPLINARY STUDY
Students are encouraged to engage in some intradisciplinary study within the field of English Studies. Students can simply engage in coursework from different concentrations; in addition, some of our courses are designed to encourage an active engagement with differing approaches to English. For example, our Reading and Writing Poetry and Reading and Writing Fiction courses combine the literary study of a genre with the creative craft of writing in that genre. To take another example, our Colloquium: The Essay as an Exploratory Form examines the essay from the perspectives of composition and literary studies. Students can create a final exercise that combines concentrations; the final exercise process allows proposals and advising structures that define new ways of working across areas within English Studies.

RECOMMENDED ENGLISH MA SEMINAR SEQUENCES
Each concentration requires taking seminars in and completing a final exercise in that concentration area. We recommend the following course sequences; within each concentration each sequence provides a foundational course followed by a series of student-selected courses. Rather than dictate a list of required courses in each concentration, we ask that you select courses based on your interests. Every student is asked to complete a “Self Assessment and Planning Narrative” that explains his/her concentration, allowing for a careful structuring of his/her progress towards the final exercise.

LITERATURE CONCENTRATION
(requires five literature courses and a literature final exercise)
1. ENGL 608: Critical Research Methods
   -OR- ENGL 607: The History of the Book
   -OR- ENGL 621: Literary Theory Today
2. Pre-1850 Course
3-5. Three Literature Courses
   ** after completing 15 credits: Self-Assessment and Planning Narrative
6-9. Four Electives
10. ENGL 693: Final Exercise in Literature
COMPOSITION CONCENTRATION
(requires four composition courses and a composition final exercise)
1. ENGL 610: Teaching of Composition
2-4. Three Composition Courses
** after completing 15 credits: Self-Assessment and Planning Narrative
5-9. Five Electives
10. ENGL 691: Final Exercise in Composition

CREATIVE WRITING CONCENTRATION
(requires four creative writing courses, three literature courses, and a creative writing final exercise)
1. ENGL 676: Reading and Writing Fiction (fall)
2. ENGL 675: Reading and Writing Poetry (spring)
3-4. Two “ENGL 681/682: Advanced Workshop in Poetry/Fiction” Courses
** after completing 15 credits: Self-Assessment and Planning Narrative
5-7. Three Literature Electives
8-9. Two Additional Electives
10. ENGL 692: Final Exercise in Creative Writing
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Repeat Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>600</td>
<td>Studies in Criticism</td>
<td><strong>Allowed to take twice</strong></td>
</tr>
<tr>
<td>601</td>
<td>Studies in Poetry</td>
<td><strong>Allowed to take twice</strong></td>
</tr>
<tr>
<td>602</td>
<td>Studies in Fiction</td>
<td><strong>Allowed to take twice</strong></td>
</tr>
<tr>
<td>603</td>
<td>Studies in Drama</td>
<td><strong>Cannot repeat</strong></td>
</tr>
<tr>
<td>604</td>
<td>Studies in Satire</td>
<td><strong>Cannot repeat</strong></td>
</tr>
<tr>
<td>605</td>
<td>Studies in Literature and Film</td>
<td></td>
</tr>
<tr>
<td>606</td>
<td>Books, Manuscripts, and Libraries</td>
<td><strong>Allowed to take twice</strong></td>
</tr>
<tr>
<td>607</td>
<td>The History of the Book</td>
<td></td>
</tr>
<tr>
<td>608</td>
<td>Introduction to Critical Research Methods</td>
<td></td>
</tr>
<tr>
<td>609</td>
<td>Graduate English Colloquium</td>
<td></td>
</tr>
<tr>
<td>610</td>
<td>The Teaching of Composition</td>
<td></td>
</tr>
<tr>
<td>611</td>
<td>The Teaching of Literature</td>
<td></td>
</tr>
<tr>
<td>612</td>
<td>Teaching English with Technology</td>
<td></td>
</tr>
<tr>
<td>613</td>
<td>Teaching Lit in Urban Settings</td>
<td></td>
</tr>
<tr>
<td>614</td>
<td>Teaching Literary</td>
<td></td>
</tr>
<tr>
<td>615</td>
<td>Life Writing</td>
<td></td>
</tr>
<tr>
<td>621</td>
<td>Literary Theory Today</td>
<td></td>
</tr>
<tr>
<td>622</td>
<td>The Nature of Narrative</td>
<td></td>
</tr>
<tr>
<td>623</td>
<td>The Language of Film</td>
<td></td>
</tr>
<tr>
<td>628</td>
<td>Comparative Studies of Two Writers</td>
<td><strong>Allowed to take twice</strong></td>
</tr>
<tr>
<td>629</td>
<td>The Epic Imagination</td>
<td></td>
</tr>
<tr>
<td>630</td>
<td>Chaucer</td>
<td></td>
</tr>
<tr>
<td>631</td>
<td>Medieval to Renaissance Literature</td>
<td></td>
</tr>
<tr>
<td>632</td>
<td>Shakespeare</td>
<td></td>
</tr>
<tr>
<td>633</td>
<td>Elizabethan and Jacobean Literature</td>
<td></td>
</tr>
<tr>
<td>634</td>
<td>Metaphysical Poetry</td>
<td></td>
</tr>
<tr>
<td>635</td>
<td>Milton</td>
<td></td>
</tr>
<tr>
<td>636</td>
<td>Political, Theatrical, and Literary Culture in London, 1660-1725</td>
<td></td>
</tr>
<tr>
<td>640</td>
<td>The Rise of the Novel</td>
<td></td>
</tr>
<tr>
<td>641</td>
<td>Studies in Romanticism</td>
<td></td>
</tr>
<tr>
<td>642</td>
<td>Victorian Literature</td>
<td></td>
</tr>
<tr>
<td>644</td>
<td>Studies in Modern British Novel</td>
<td></td>
</tr>
<tr>
<td>645</td>
<td>Modern Poetry</td>
<td></td>
</tr>
<tr>
<td>646</td>
<td>Literature and Society</td>
<td><strong>Allowed to take twice</strong></td>
</tr>
<tr>
<td>648</td>
<td>Modernism in Literature</td>
<td></td>
</tr>
<tr>
<td>649</td>
<td>Modern Irish Novel</td>
<td></td>
</tr>
<tr>
<td>650</td>
<td>Colonial American Literature</td>
<td></td>
</tr>
<tr>
<td>651</td>
<td>Nineteenth-Century American Literature</td>
<td><strong>Allowed to take twice</strong></td>
</tr>
<tr>
<td>652</td>
<td>American Romanticism</td>
<td></td>
</tr>
<tr>
<td>653</td>
<td>Major American Novelists</td>
<td></td>
</tr>
<tr>
<td>654</td>
<td>Modern American Fiction</td>
<td></td>
</tr>
<tr>
<td>655</td>
<td>The Harlem Renaissance</td>
<td></td>
</tr>
<tr>
<td>656</td>
<td>Contemporary American Fiction</td>
<td></td>
</tr>
<tr>
<td>657</td>
<td>The Black Presence</td>
<td></td>
</tr>
<tr>
<td>658</td>
<td>Regional Literature</td>
<td></td>
</tr>
<tr>
<td>659</td>
<td>Women Writers</td>
<td></td>
</tr>
<tr>
<td>660</td>
<td>Multi- Ethnic Literature in the United States</td>
<td></td>
</tr>
<tr>
<td>662</td>
<td>Modern Black Writers</td>
<td></td>
</tr>
</tbody>
</table>
663 The End of the World  
664 Transatlantic Approaches to Literature  
665 Literature of the Americas  
667 Seminar for Tutors  
671 The History of Children’s Literature  
683 Literary Sites and Spaces  
693 Final Exercise: Literature  
697 Special Topics ***Allowed to take more than once***  
699 Master of Arts Thesis

*Fulfills the Pre-1850 Literature Requirement

**COMPOSITION CONCENTRATION**
610 The Teaching of Composition
667 Seminar for Tutors
668 Perspectives on Composition: History, Theory, and Pedagogy
L669 Writing Theories in Second Language Acquisition
670 Philosophy and the Composing Process
672 Theory and Practice of Adult ESL
L673 The Teaching of Reading in the Bilingual/ESL Classroom
674 Linguistic Perspectives
691 Final Exercise: Composition

**CREATIVE WRITING CONCENTRATION**
618 Life Writing
675 Reading and Writing Poetry
676 Reading and Writing Fiction
677 Reading, Writing and Translating Poetry
681 Advanced Workshops in Poetry **Allowed to take three times**
682 Advanced Workshops in Fiction **Allowed to take three times**
692 Final Exercise: Creative Writing

**INTRADISCIPLINARY COURSES**
(These courses count in more than one concentration, check with your advisor)
600 Studies in Criticism
606 Books, Manuscripts, Libraries
608 Introduction to Critical & Research Methods
609 Graduate English Colloquium
613 Teaching English with Technology
618 Life Writing
667 Seminar for Tutors
674 Teacher Research in English
695 Graduate Internship in English
683 Literary Sites and Spaces I: Boston and Books to 1870
684 Literary Sites and Spaces II: Boston and Books after 1870
696 Independent Study
697 Special Topics **Allowed to take more than once**
698 Intern Seminar: TA2’s can earn credit for their teaching internship
ENGLISH MA FINAL EXERCISE

Final Project/Thesis/Examination/Curriculum Unit

To earn the MA degree, students must complete a Final Exercise that demonstrates their ability to integrate and synthesize knowledge in their field. Students may choose from among the following options:

- a three-credit analytical literature or composition essay (30-35 pages)
- a three-credit curriculum unit
- a three-credit final examination
- a three-credit creative writing project with a reflective, critical, or scholarly introduction to the creative work
- a six-credit thesis (a more extended project, approximately 60 pages, requiring significant research). Permission from the Graduate Program Director required.
- a six-credit creative writing project of larger scope, to be determined in consultation with the Director of Creative Writing and the Graduate Program Director, with a reflective, critical or scholarly introduction to the creative work

Final Exercise Guidebook

For more detailed information on these Final Exercise options and all aspects of the Final Exercise process, see the Final Exercise Guide booklet distributed by the English MA Office and available on the MA wiki Documents and Calendar page.

Final Exercise Topic

The Final Exercise is one of the strengths of our MA Program, in that it encourages and supports the student’s independent thinking, research, and writing. For all types of Final Exercises, the student defines the project and process of study that he or she plans to follow. The Final Exercise topic will typically result from coursework; for example, a successful seminar paper will often serve as the foundation for a Final Exercise. A student works with his or her Final Exercise advisor to define the topic, which is then submitted to the MA Program in the form of a Final Exercise proposal. If the student creates a topic that does not come from a course, or is having difficulty locating a topic, he or she is must take the one-credit Final Exercise workshop explained below. Deadlines for the Final Exercise proposal and Final Exercise itself are circulated by the MA Program Office. You can also download them from the Calendars section of the English MA wiki.

Final Exercise Faculty Advisor

For all types of Final Exercises, the student chooses a faculty advisor. The student locates an advisor in the semester proceeding work on the Final Exercise; typically, an advisor is a faculty member who has overseen the student’s work in a seminar. In consultation with the advisor, the student writes a Final Exercise proposal, which must be approved by the Graduate Program Director. The Final Exercise takes a semester to complete. Weekly or bi-weekly meetings between the advisor and student are expected and help to develop a close working relationship. All Final Exercises must be completed in residence at UMass Boston.

One Credit “Preparation for Final Exercise” Course

In the semester before he or she plans to complete the Final Exercise, every student is encouraged to take the one-credit ENGL 690: English Research Workshop. Students who are developing a topic that does not build on a seminar paper, students who are having difficulty defining a topic, and students who are having difficulty locating a advisor are required to take this workshop course. The central goal of the
English Research Workshop is to prepare the MA student for a successful Final Exercise. The seminar-style workshop helps the student move through the steps needed to create a final exercise proposal and helps the student start outlining and drafting the final exercise. Workshop assignments focus on topics such as formulating a viable research topic, locating an advisor, selecting models of research and writing in professional journals, compiling an annotated bibliography, assessing research resources, and creating a research calendar.

**Final Exercise Infosessions**
Every semester the department offers a Final Exercise Infosession to guide students through the final exercise process. Sample Final Exercises can be examined at the MA Office. Please check with the MA Office for Infosession dates.

**MA SPECIAL AREAS OF STUDY**

**M.F.A. (Master of Fine Arts) Seminars**
Our M.A program is closely connected to the English Department’s M.F.A. (Master of Fine Arts in Creative Writing) program. The M.F.A. program focuses on the craft of creative writing, and, as part of its curriculum, offers thought-provoking seminars on writing, editing, publishing, and literary topics; these seminars are open to our MA students. In return, our MA courses are open to M.F.A. students. Every semester, the M.F.A. program typically offers two topic-oriented seminars; these topics have included Memoir and Literary Editing and Publishing, for example. MA students are encouraged to take M.F.A. seminars, and students with an interest in creative writing or intra-disciplinary study will find them particularly interesting and illuminating.

**Pedagogy Seminars**
In addition to our three concentrations, the MA program offers strong training in pedagogy. We offer a pedagogy courses in each concentration, and encourage any student interested in teaching to take one or more pedagogy course. Courses in The Teaching of Literature, The Teaching of Composition, and the Teaching of Creative Writing are offered each year and provide a bridge between theory and practice for those interested in a career in teaching. One of these seminars is required for those MA students who will be working as teaching apprentices in the department. Students hoping to teach in higher education or secondary education can make these pedagogy seminars a focal concern of their MA degree. Many MA students who currently work as teachers take one or more of these pedagogy seminars. In addition, Graduate College of Education students seeking English content-area coursework are encouraged to take these seminars. It is also possible for students in the English MA program to obtain teacher certification in English by taking pedagogy seminars, some additional courses, and completing the supervised teaching practicum or its equivalent in the Graduate College of Education. See the Teacher Certification in English section below.

**TEACHER CERTIFICATION IN ENGLISH**
The university offers Massachusetts Initial Teacher Licensure for Middle or Secondary School through the M.Ed. program offered in the Graduate College of Education. Students who are enrolled in the MA program in English may also receive certification to teach English at the secondary level by enrolling in a sequence of five graduate education courses and completing a semester of student teaching. Normally, two courses in English (such as The Teaching of Composition, The Teaching of Literature) may be used to fulfill a portion of the required sequence. One education course, GCOE 621 Teaching Reading and Writing K-12, may be counted toward the English MA.

Professor Alex Mueller serves as liaison between English and the Graduate College of Education; Kevin
Ziomek serves as an advisor on the Graduate College of Education side. These advisors are the best sources of advice for MA students seeking certification. Each semester, they hold Infosessions for interested students. Students wanting to pursue teacher certification should also see the Graduate Program Director, who will help to set up advising appointments with Prof. Mueller. See also the Frequently Asked Questions about Licensure in the Appendix.
PART 3:
ENGLISH MA SPECIAL COURSES AND OPPORTUNITIES

ENGLISH MA SPECIAL COURSE OFFERINGS

Introduction to Critical and Research Methods (3 credits): ENGL 608
This introductory seminar is offered each fall semester and is recommended for beginning graduate students. This three-credit course presents methods of inquiry and research materials in literature, composition, and literary form, and is appropriate to all three concentrations. The course introduces students to research strategies, textual analysis, bibliographic study, critical approaches, and literary theory. The aim is to orient the student to the field of English studies, and to help the student engage with current developments in literary scholarship.

Boston Public Library Seminars:
Books, Manuscripts, Libraries (3 credits): ENGL 606
The History of the Book (3 credits): ENGL 607
Through a unique partnership with the Boston Public Library, the English MA Program offers hands on rare books seminars held at the BPL, in the Rare Books Room. These seminars are offered under a variety of course titles and numbers, but often appear as ENGL 606: Books, Manuscripts, Libraries or ENGL 607: The History of the Book. An annual seminar in archival research at the BPL is offered each spring. These courses often include special projects; recently, seminars have culminated in rare books exhibitions, held at the BPL and open to the public. Students interested in pursuing a PhD are strongly encouraged to take a seminar offered at the BPL, as it includes research materials and methods typically reserved for PhD-level work.

Information on upcoming BPL courses is distributed by the English MA Office. Information on exhibitions that result from these courses is also distributed by the English MA Office.

English Studies Workshop (1 credit): ENGL 689
The central goal of the ENGL 689: English Studies Workshop is to engage MA students in the latest trends in the field of English. The workshop sessions take a variety of forms; thus, the content and focus of ENGL 689 change each time it is taught. This workshop may include Infosessions to help students locate and apply for internships, prepare for teaching careers at the high school or college level, strategize and complete PhD applications, and/or engage in professional activities such as giving papers at conferences. The workshop may also include less traditional experiences, such as site visits to Boston-area research libraries or participation in professional conferences. ENGL 689 is organized by the Graduate Program Director.

English Research Workshop (1 credit): ENGL 690
In the semester before they plan to complete the final exercise, students are encouraged to take the one-credit ENGL 690: English Research Workshop. The central goal of the English Research Workshop is to prepare MA students for a successful final exercise. The seminar-style workshop will help students move through the steps needed to create a final exercise proposal and will help students start outlining and drafting the final exercise. Student will work on formulating a viable research topic, locating an advisor, selecting models of research and writing in professional journals, compiling an annotated bibliography, assessing research resources, and creating a research calendar. This mini-course is organized by the Graduate Program Director.
Graduate Internship in English (3 credits): ENGL 685
An internship experience allows students to explore possible careers connected to and furthered by the postgraduate study of English. ENGL 685: Graduate Internship in English affords students the opportunity to bring the ideas and skills learned in English MA courses to the workplace. Internships take place within a wide variety of fields that feature an applied use of English, including publishing, marketing, publicity, professional writing, creative writing, library work, and non-profit administration. Internships can include experiences such as organizing rare books materials for a Boston area research library, leading literacy workshops for a non-profit organization, composing publicity materials in a corporate setting, editing literary or non-literary publications, creating website content for an educational institution, and holding creative or professional writing workshops for local schools or libraries.
All for-credit internship experiences must be approved by the Graduate Program Director. The internship course includes signing an internship contract, meeting on a regular basis with the Graduate Program Director, and submitting a final Internship Portfolio.

Independent Study (1-3 credits): ENGL 696
Independent Study is available to students who wish to carry on substantial study and/or a writing project that cannot be done in the context of an available course. To enroll in an Independent Study, students must have successfully completed one or more semesters of graduate work. Independent study offers "variable credit." That is, it can be taken for as many as three credits or as few as one credit. Registration for Independent Study is contingent upon finding an appropriate and willing faculty director; we cannot guarantee enrollment in English 696. University rules limit the total number of independent study credits that can be counted toward the degree to six. The number of credits for a particular project depends on the size of the project and is determined by the faculty member directing the Independent Study. Projects for Independent Study often grow out of work begun in seminars, though they may also focus on areas in which there are no current graduate offerings. Students who are interested in designing an Independent Study should download an Independent Study form from the English Department website, and also:
1) write a one-page proposal describing the nature of the project, the proposed readings, and the papers or reports to be produced. Include a bibliography.
2) consult one or more appropriate faculty members about the project, and ask one of them to serve as director.
3) once a faculty member has agreed to work with you, you must fill out an Independent Study Proposal form, have it signed by the faculty supervisor, and then submit it to the Graduate Program Director for final approval. Once you are approved you will be registered.

Graduate Courses in Other Programs
Graduate courses in other departments at UMB can be transferred in towards the English MA degree. These courses must be approved for transfer by the English MA Graduate Program Director. As with all transfer courses, the student must earn a grade of B+ or higher in order for the course to count towards the MA degree. One education course is pre-approved for transfer: EDCG 621: Teaching Writing in the K-12 Classroom.

Graduate Consortium in Women’s Studies
The University of Massachusetts Boston is a member of the Boston-area Graduate Consortium in
Women’s Studies; the Consortium’s website is: http://web.mit.edu/gcws.
Each semester, the Consortium offers two or three courses that explore advanced women’s studies topics; students must fill out a simple application and be accepted to enroll in specific courses. The Consortium serves PhD granting institutions such as Harvard, M.I.T., Boston College, and Boston University. Taking a course through the Consortium offers an excellent opportunity to experience PhD-level coursework, professors, and students and is thus highly recommended for any student who wants to pursue a PhD.

**ENGLISH MA EXTRACURRICULAR OFFERINGS**

**Monthly Get-Togethers**
The English MA Graduate Program sponsors get-together each month, inviting all MA students and faculty to engage in lively conversation and enjoy a bit of socializing. These get-togethers are held on different days each month, at a late afternoon time, so as many MA students as possible have a chance to snack and socialize together. A list of get-together dates, times, and topics is distributed at the start of each semester.

**Infosession Series**
The English MA Graduate Program also holds “Infosessions” on targeted topics of student interest. An infosession meeting aims to offer practical advice on an issue of concern and often features faculty, student, or alumni/ae student speakers. Each year, a series of infosessions addresses the process of proposing and completing a Final Exercise. Other infosessions address career options and career counseling. A list of infosession dates, times, and topics is distributed at the start of each semester and is available on the English MA Program wiki. Additional infosessions are added based on student interests. If you have a suggestion for an infosession please contact the Graduate Program Director or the MA Program Administrator.

**English MA Advisory Board**
Interested students serve as an “advisory board” to the MA program, working with the director and program administrator to run orientation, brainstorm new events and opportunities, and meet with interested applicants. If you are interested in participating in the advisory board, contact English MA Administrator for more information.

**English MA Student Conference**
An annual day-long spring semester Conference was started in 2002 by a group of English graduate students. It has been a rewarding experience for students to share their research, fiction and poetry, and final exercise work. Information on the MA Student Conference is circulated by the program; please see the English MA Administrator if you would like to participate in or help organize the Conference.

**Boston Public Library Volunteer and Internship Programs**
As part of a growing partnership with the Boston Public Library, the MA program offers internships and volunteer opportunities. Past projects have included:
- Research Assistantships focusing on working with rare letters and diaries, held in BPL Rare Books Room
- Research Assistantships focusing on working with rare children’s literature, held in the BPL Rare Books Room
- “Word Jam”: a series of creative writing workshops for kids at BPL branch libraries, led by graduate students
• “Guys Read”: a series of reading workshops for boys, held at BPL branch libraries and led by graduate students

Information on upcoming BPL projects is distributed by the English MA Office.

**Creative Writing Readings**

The Creative Writing Program and M.F.A. Program offer a full calendar of creative writing readings. These readings feature the work of well-known literary authors and the work of UMB grad students. The M.F.A. Program often offers a series of readings on connected issues, such as its “Global Voices” series. Creative Writing readings are advertised by the English MA and M.F.A. Offices.

**Sigma Tau Delta Honor Society**

The English MA Program is a member of the National English Honor Society, Sigma Tau Delta. MA students can join the society and participate in monthly meetings. Contact Sigma Tau Delta organizer Prof. Elizabeth Fay for more information.

**Literary Theory Reading Group**

A group of English undergraduate and graduate students dedicated to intellectual inquiry (and some social merriment) meet on a regular basis throughout the year. Typically, the group selects a theme for the semester and organizes readings and discussions relating to that theme. Contact group organizer Prof. Matt Brown for more information.

**Breakwater Review: On-Line Journal at** [www.breakwaterreview.com](http://www.breakwaterreview.com)

The English M.F.A. Program sponsors the on-line journal “Breakwater Review” and encourages MA students to participate. “Breakwater Review” is an on-line journal of fiction, nonfiction, and poetry managed and run by students. Contact Renata Tutko in the M.F.A. Program Office for more information.

**Campus Publications: Watermark, Lux, MassMedia**

Several on-campus publications might be of interest to graduate students. *The Watermark* is an annual magazine, which contains news stories, feature articles, fiction, and poetry. It is entirely produced by UMB students, and offers people a chance to gain knowledge in the publication field. *Lux* is a student-produced magazine of interviews and essays that chronicle intellectual enterprises on our campus. The *Mass Media* is the student newspaper. Opportunities in reporting, editing, layout and design, photography, and graphics are available for interested persons. (For experienced people, paid positions may be available.)
PART 4: ENGLISH MA POLICIES AND PROCEDURES

ENGLISH MA COURSE REGISTRATION PROCEDURES

Registration
Each semester the MA Program publishes a Course Description Booklet written by the faculty who will teach the upcoming courses. Booklets are available in the program office and on our English Department website. If you have questions about registration or about English MA course offerings, please contact the English MA Office or make an appointment to meet with the Graduate Program Director.

Continuing Students
Pre-registration period for the next semester falls in the last month of the current semester. Please be aware there will be a late registration fee for students who do not initiate their registration during their assigned early access period. Details on registration periods, including early access period assignments, are emailed to students usually a month before registration begins. Please contact the One Stop Office (617-287-6200) located in the Campus Center if you have not received registration information. Students must register on Wiser at http://www.umb.edu/it/getting_services/wiser

Newly Admitted Students
Incoming students register for courses after Graduate Admissions has received their confirmation materials and deposit. Students will then be contacted by the English MA Program and receive a course description booklet that includes registration instructions. The English MA Office will assist new students with the registration process.

Summer Registration
The MA Program usually offers four to five courses during Summer Sessions I and II. Summer English MA course information is available at the English MA Office or on the English MA wiki page. Courses lists and registration information can be obtained through the Department of Continuing Education (617-287-7900), or visit their website at: http://www.ccde.umb.edu/

ENGLISH MA ADVISING

The Graduate Program Director
Each newly admitted student meets individually with the Graduate Program Director (GPD) and the MA Program Administrator for initial advising sessions. During the student’s first year in the program it becomes the student’s responsibility to choose a new faculty advisor once he or she is ready to do so. Often, a student’s faculty advisor will be one of the faculty members with whom the student takes a first-year course.

The GPD and MA Program Administrator remain de facto advisors for all English MA students. Students will often be referred to the GPD or MA Program Administrator for procedures, paperwork, and university-level issues. Students are encouraged to make an appointment to meet with the GPD or MA Program Administrator for any and all issues, large and small. If a student is experiencing difficulty in the program he or she is particularly encouraged to meet with the GPD.

The Faculty Advisor
The advisor, chosen by the student, is the faculty member to whom the student can turn for questions about course choices, career plans and similar issues. Students should meet with their advisors each
semester to discuss plans for the next semester, and to explore possible final exercise topics. In addition, in order to provide as strong a support system as possible, all international students will be assigned a faculty mentor to aid them with various difficulties that can arise from working in a different educational, cultural, and language context.

**The Final Exercise Advisor**
This faculty advisor may also serve as the advisor for the final exercise. The final exercise advisor is discussed in the section on Final Exercises above, and also discussed in more detail in the Final Exercise Guide booklet.

**NON-DEGREE STUDENT PROCEDURES**

**Non-Degree Students (Students taking courses without entering a degree program)**
Well-qualified non-degree students may enroll in English graduate seminars when space is available. Qualifications generally include an undergraduate degree in English or extensive advanced undergraduate coursework in English. The Graduate Program Director must approve a non-degree student's enrollment based on a critical writing sample and all academic transcripts, undergraduate and graduate.

Matriculated students working toward the English MA degree have priority in seminar enrollments. If you are interested in taking an English course as a non-degree student, you must submit a Non-Degree Application coversheet, your transcripts, and a critical writing sample (7-8 pages) to the Graduate Program Office. Non-degree registration begins 2-3 weeks prior to the start of the semester. Non-Degree Application coversheets are available on the English MA website and from the English MA Office.

Non-degree students often apply to enter the MA Program as matriculated students. Non-degree students must earn grades of B+ or better in their MA courses to be considered for regular admission to the program. As part of the application assessment process, the Graduate Committee will request references from UMass Boston instructors who have taught the applicant. A matriculated student may count two courses taken as a non-degree student towards the master's degree, but the transfer of these credits is not automatic.

Non-degree students can enroll in any course with open space. Very often seminars have waiting lists. Students who miss the first seminar meeting and do not inform the seminar professor in advance will lose their place to a student on the waiting list.

**ENGLISH MA GRADING**

**Grading**
Successful graduate work is assessed by grades ranging between “A” and “C”. Students must remember that while “A” and “A-” are marks of excellence, B- is the minimum acceptable grade to count towards the English MA. “C” in a graduate course is not a passing grade. Students must maintain an average of 3.0 to continue in the MA Program in good standing.

**Incompletes**
A grade of “Incomplete” is NOT automatically awarded when a student fails to complete a course. Incompletes are usually awarded when satisfactory work has been accomplished in most of the course assignments and the student is unable to complete course requirements due to circumstances beyond her/his control. Incompletes are given at the discretion of the instructor. The student must negotiate with and receive the approval of the course instructor in order to receive a grade of Incomplete. The
student and the instructor must meet, before the semester is ended, to fill out an Incomplete Contract Form, available in the English Department office. This written agreement specifies the work to be completed and the deadline for completion. An INC automatically turns into an F, if the work is not completed within a year.

Add/Drop Period
Every semester, a student can add or drop courses during the first week of classes. See the University calendar, which lists the dates of the official add/drop period. During this period, a student can add or drop courses without the course appearing on his or her transcript. Please note that adding a course after this period is impossible. Dropping a course after this period constitutes a withdrawal, which is noted on the student’s transcript as a “W”; students must also pay for withdrawn courses.

Withdrawals
Each semester the University publishes deadlines for withdrawing from a course; a withdrawn course appears on the student’s transcript with a “W” rather than a grade. Once the student registers for a course, it is his/her responsibility to withdraw from it if he/she cannot complete the required coursework. A student will still be charged for a withdrawn course—the student has taken the space that might have gone to another student and must therefore pay for it. A student cannot withdraw from a course after the withdrawal date. If the student does not withdraw (and is still on the class roster at the end of the semester), the university will automatically assign a grade of “F” for the course.

OFFICIAL UNIVERSITY REQUESTS AND FORMS

Leave of Absence/Program Fee Form
Students who need to take a leave of absence or will not be taking any courses for a given semester must fill out a Leave of Absence and Program Fee Form. This request must be approved by the Graduate Program Director and the Dean of Graduate Studies. Students who lapse on their active status are liable upon returning for all fees. All students must pay a Program Fee for each semester in which they are not attending classes. You can obtain a form at the English MA Office or the One Stop Office, or you can contact the Registrar’s Office to have one mailed to you.

Transfer Credit
With the approval of the Graduate Program Director, the university allows graduate students to transfer no more than six credits of graduate work in English taken elsewhere within the past seven years, with a grade of B or better. Please submit an official transcript and a copy of the syllabus, if possible, to the program’s administrative assistant. An official Transfer Credit Form will then be completed. Students who have taken MA courses at UMass Boston as a non-degree student and have then matriculated must fill out the Transfer Credit Form to transfer those credits. Please consult the MA Program Administrator to process the necessary paperwork.

Formal Application for the MA Degree
Students in their last semester must complete the Degree Application Form from the MA Program Office or download it online. Check with the Registrar’s Office or the MA Program’s Administrator for the deadline for declaring your intent to graduate. Complete side one of the form and return it to the Registrar’s Office. Check it against your own records to be sure there are no discrepancies. For those courses in which you are currently enrolled (and thus do not yet have grades), write "UNS" (unsubmitted) in pencil. The Registrar will enter grades here later. To receive the degree, you must have an average of at least 3.0. Please check with the MA Office or Registrar’s Office for forms and deadlines.
PART 5:
ENGLISH MA ADMISSIONS

GRADUATE ADMISSIONS PROCEDURES

Contact Us!
If you are planning to apply to the English MA Program at UMass Boston, please contact the English MA Office. We will guide you through the application process. Appointments with the Graduate Program Director are encouraged.

Graduate Admissions Office
The Graduate Studies Bulletin and application materials may be obtained from the Graduate Admissions Office (617) 287-6400, or online at www.umb.edu (follow the “Admissions” links). The Graduate Admissions Office handles the general application process for all programs. For specific information about the English MA Program, contact the MA Program Administrator, at 617-287-6702 or englishma.program@umb.edu

Applications
All application materials must be submitted directly to the Graduate Admissions Office, not to the English Department. We encourage prospective students to apply online at www.umb.edu (follow the “Admissions” links). Completed applications are returned to the Graduate Admissions Office, located at the Campus Center, University of Massachusetts Boston, 100 Morrissey Blvd. Boston, MA 02125. Applicants may then track their dossiers electronically and ensure that all materials have been received on time. After all materials have been received, an application is considered complete. At that time, the application is forwarded to the English MA Program for review.

ENGLISH MA APPLICATION DEADLINES

Deadlines
Applications to the English MA Program, submitted to the Graduate Admissions Office, are considered on an ongoing basis. Teaching and Research Assistantship applications, submitted directly to the English MA Program, are also considered on an ongoing basis. It is to the applicant’s advantage to submit a complete application early in the admissions cycle.

- **Fall Semester:** March 1 is the priority deadline for fall semester applications. Completed applications including all required credentials and documents received by March 1 will be given priority consideration, and applicants will be notified of a decision by the end of April.

- Applications for **Teaching and Research Assistantships** are considered in conjunction with the completed application for admission; these funding awards are made early in the admissions cycle, with many awards made by the priority deadline of March 1. See the Teaching and Research Assistantship section below for more information. Applications for the fall semester will continue to be considered on an ongoing basis through June 1.

- **Spring Semester:** November 1 is the priority deadline for spring semester applications. Applications for the spring semester will be continued to be considered on an ongoing basis through early December.
International Applicants:  Deadlines are May 1 (for the fall semester) and October 1 (for the spring semester).

Please note: The most current information about deadline dates for all Graduate Programs is available from the Graduate Admissions Office at www.umb.edu.

ENGLISH MA APPLICATION COMPONENTS

Program Criteria
The Graduate Committee looks for a generally distinguished undergraduate transcript with an average of at least 3.2 in advanced undergraduate English courses. An undergraduate major in English is preferred, but candidates may also present evidence of significant advanced work in English combined with another major. Transcripts should be sent from all schools attended and should reflect any graduate, as well as undergraduate, coursework. If you have questions about whether your transcript reflects an appropriate range and level of work to support your admissions application, you may contact the Graduate Program Director or MA Program Administrator, who will be glad to review it with you. The Graduate Committee is interested in the breadth of your preparation, but is most concerned about the quality of your work, especially in your more advanced courses and in your most recent study in English.

For those whose undergraduate major was not English: While we do not ordinarily matriculate applicants without an undergraduate English major or a roughly equivalent background, such applicants are welcome to explore their credentials and prospects with the Director of the Graduate Program. Promising candidates are typically advised to take three or more upper-level undergraduate English literature courses, and then apply to the MA Program. The Graduate Committee has regarded grades of A- or better in these courses and strong recommendations from the instructors as evidence for admission. On rare occasions, for adults with a strong record of accomplishment in other areas, the committee recommends provisional admission to the MA program: the student is asked to enroll in one or two graduate seminars as a special student and earn a B+ or better before matriculating.

Letters of Recommendation
Three letters are required from people who are qualified to speak to your potential for graduate study; these usually would be professors of recent courses you have taken. The people you ask to recommend you should be able to comment in detail about the quality of your academic work, your particular strengths and achievements, in English and related fields. Even if you have been out of school for several years, your former professors are still likely to be the best source of letters, particularly if you can send them copies of papers you wrote for their courses or otherwise help them to remember what was outstanding about your work. Friends or employers are less often a source of useful letters.

Personal Statement
Following the guidelines of the Graduate Admissions Office, the English MA Program requires that you submit an essay of at least 1200 words in which you explain the intellectual, professional, and personal interests (your training, your curiosities, your passions) that have led you to pursue the advanced study of English. Your essay should include a specific account of your past academic work and current academic direction. A detailed discussion of your specific interests and priorities as a student, a scholar, a critic, a writer—such as the projects you have completed in the past, the texts and authors you have worked with most, the essays you have completed in coursework, the problems and topics you want to focus on in future study—is more useful than a general statement of why you want to study writing or
literature. The Graduate Committee will read your essay as a demonstration of how you write as well as how you think about issues related to the study of literature, composition and/or creative writing. Your essay will help the Graduate Committee determine how well your interests and goals match the nature of our program.

Critical Writing Sample
A good example of your critical writing may be the most important part of your application. Ideally, you should submit an academic, critical paper that you have written recently (within the last four years)—typically an analysis of a literary text, though students interested in a composition concentration may substitute a paper on a related topic, such as an analysis of texts in the media or of student writing. The paper should draw on secondary sources, demonstrating an ability to synthesize those sources and your own ideas. The paper should be about 7-10 pages in length. The Graduate Committee uses this writing sample to determine whether your critical writing skills are at the level necessary to perform successfully at the graduate level.

Creative Writing Sample
Students interested in the creative writing concentration should submit a sample of their creative writing (one story or 5-6 poems) in addition to the critical writing sample. Students may also decide to concentrate in creative writing once in the program, and can at that time submit a sample of their poetry or fiction to the appropriate course instructor.

Graduate Record Examination (GRE)
GRE scores (Verbal, Quantitative and Literature in English) are optional, but recommended.

A Complete Application
The Graduate Committee will not read your application until it is complete, which means not only that all items are received but also that they are the types of materials asked for above. For example, a three-page critical writing sample with no use of secondary sources does not meet the application requirement. Similarly, letters of recommendation from your workplace rather than from your professors do not meet the requirement. If you have questions about the materials needed to complete your application, check with the MA Program Administrator.

Transfer Credit
With the approval of the Graduate Program Director, the university allows graduate students to transfer no more than six credits of graduate work in English taken elsewhere within the past seven years, with a grade of B or better. Please submit an official transcript and a copy of the syllabus, if possible, to the MA Program Administrator. Students who have taken graduate courses at UMass Boston as a non-degree student and have then matriculated must fill out a transfer credit form to transfer those credits. Please consult the MA Program Administrator to process the necessary paperwork.
ENGLISH MA GRADUATE ASSISTANTSHIPS

Types of Graduate Assistantships

The English MA Program is able to offer a limited number of graduate assistantships to qualified students. The types of assistantships are:

- **Teaching Assistantship 1 (TA1)**, usually 4.5 hours of work per week
- **Teaching Assistantship 2 (TA2)**, known as a Teaching Associate, usually between 4.5 and 9 hours of work per week
- **Research Assistantship 1 (RA1)**, usually 4.5 hours of work per week
- **Research Assistantship 2 (RA2)**, known as a Research Associate, usually 4.5 hours of work per week

The most up-to-date statement of assistantship hours and stipends can be found at [www.umb.edu](http://www.umb.edu), under Graduate Studies, under Graduate Assistant Hiring.

All positions carry a full waiver of tuition, a prorated contribution to health insurance, and a prorated educational operations fee waiver; they also carry a stipend. Note that educational operations fees are larger than tuition costs. Tuition and fees are outlined at [www.umb.edu](http://www.umb.edu), under Bursar’s Office, under Tuition and Fees.

Assistantships are awarded on the basis of a student’s academic achievement and qualifications in relation to the needs of the program.

Graduate Assistantship Guidebook

For more detailed information on these Graduate Assistantship options and the application process, see the Graduate Assistantship Guide booklet distributed by the English MA Office.

Applying for a Graduate Assistantship

Applicants to the English MA Program should apply directly to the MA Program (not Graduate Admissions) for a graduate assistantship. International students may apply for assistantships. Students already enrolled in the MA Program will be reminded of deadlines and procedures for applying for graduate assistantships.

To hold an assistantship, a student must be enrolled in at least six credits of graduate work and must maintain a satisfactory A- average. A student with an incomplete grade will NOT be awarded an assistantship.

To apply for an assistantship, obtain a Graduate Assistantship Application from our website: [www.umb.edu/academics/cla/dept/english](http://www.umb.edu/academics/cla/dept/english) or from the MA Program Administrator. Follow the directions on the Application, which asks for a statement describing your background, relevant experience, and interests with reference to the type of assistantship for which you are applying. Assistantships are competitive. If you are awarded an assistantship, the Graduate Program Director will send you a contract letter specifying the nature, duration, and responsibilities of the award.

Contracts for Graduate Assistantships

Teaching assistants are paid according to rates established by the Graduate Student Union contract. Most of the assistantships are for functions associated with teaching. Occasionally research or administrative assistantships are available. As a result of the Immigration Reform and Control Act of 1986, all new employees (assistants) are required to show any two of the following forms of
ENGLISH MA GRADUATE ASSISTANTSHIP GOALS

The English MA Graduate Assistantship Program offers the opportunity to enact English Studies in real world teaching and research contexts. A graduate assistantship encourages the graduate student to put the ideas learned through English MA coursework into practice outside the MA classroom. A graduate assistant has the opportunity to apply, test, develop, and revise his or her understanding of English by teaching composition or literature in a variety of settings or by researching literature at Boston-area rare books libraries.

The UMass Boston English MA Graduate Assistantship Program is unique in several ways; most notably, it offers a series of graduate assistantship experiences that are:

- carefully sequenced
- “student community” defined and practiced
- individually mentored
- theoretically informed
- coursework supported

Our graduate assistantships offer a variety of teaching and research opportunities that can be organized across several semesters to create a developmental sequence of growth. Each semester, students are moved into different teaching or researching contexts, allowing students to continually improve their teaching or researching abilities.

ENGLISH MA TEACHING ASSISTANTSHIP PROGRAM

Open to students in all three concentrations, the Graduate Teaching Assistantship Program offers a gradual and supportive context for learning to teach, preparing students for college level teaching in freshman programs, at community colleges, and for appointments as teaching associates in conjunction with doctoral study. TAs typically move from the position of Tutor to Teaching Apprentice to Teaching Associate. Others will serve as TAs for large lecture courses. We have found that our teaching opportunities at all levels offer an excellent pedagogical and practical foundation for those seeking careers in teaching.

TEACHING ASSISTANTSHIP 1 (TA1): FIRST YEAR TAship

Tutor

TA1 students without prior or equivalent tutoring or teaching experience are expected to enroll in ENGL 667: Seminar for Tutors in the fall semester. TA1s serve as Tutors connected to freshman writing courses. The tutoring experience is overseen by the ENGL 667 seminar leader. Tutoring offers an opportunity to not only enter the English TA sequence, but to learn about UMass Boston undergraduates and their coursework and to also connect with other TAs through team training. TA1 Tutors move on to working as a Teaching Apprentice in the spring semester.

Apprentice
TA1s work as Teaching Apprentices in a variety of settings. Teaching Apprentices may be assigned to:

- “shadow” a composition or literature professor in his or her classroom
- participate in a “community engagement” teaching program
- serve as a discussion leader in a lecture course

The Graduate Program Director works with participating faculty and the TA1s to determine the best Teaching Apprenticeship assignment for each student. In all apprenticeship situations, the Teaching Apprentice is connected to a group of students who are participating in a similar apprenticeship and who are mentored by an experienced teacher. TA1 students may apply to continue in their Teaching Apprentice role for a second year, or may seek to move on to TA2 status (see below).

**Pedagogy Coursework**

In their first year, TAs are required to take a pedagogy course. In addition, in order to apply for a TA2 position, prospective literature TAs must enroll in ENGL 611: Teaching of Literature in the spring or summer semester; prospective composition TAs must enroll in ENGL 610: Teaching of Composition in the spring or summer semester.

**TEACHING ASSISTANTSHIP 2 (TA2): SECOND YEAR TAship**

**Teaching Associate**

Each year, a few highly qualified graduate students are selected on a competitive basis to work as TA2 Teaching Associates responsible to independently teach an introductory course in composition or in literature. To be eligible to apply for a TA2 in the second year of graduate study students must have taken the tutoring seminar [ENGL 667] or have had equivalent experience; must have successfully completed either ENGL 610: Teaching of Composition or ENGL 611: Teaching of Literature; must have served as a Teaching Apprentice for a semester with an experienced composition or literature instructor; and must have been recommended by the supervisor of the apprenticeship as well as the instructor of ENGL 610 or 611.

- The Teaching Associate Program in **Composition** offers MA students an opportunity to receive strong preparation for teaching writing at the beginning college level. Each TA2 in Composition will undertake the supervised teaching of a staff-developed composition course (ENGL 101: Freshman Composition) with participation in a weekly staff meeting for composition TA2s.
- The Teaching Associate Program in **Literature** offers MA students the opportunity to receive strong preparation for teaching an introductory literature course. Each TA2 in Literature will undertake the supervised teaching of a staff-developed literature course (ENGL G262: Art of Literature or ENGL G272: Art of Fiction).

A small number of Teaching Associates for the following fall semester are selected at the end of the spring semester, based on an assessment of students’ work in the prior stages of preparation and on their overall readiness to bear responsibility for directing a college-level undergraduate course. The number of TA2s available in a particular semester is determined by undergraduate enrollments and available funding.

Before the TA2 year begins, those selected as Teaching Associates meet with the supervisor of the Composition TA2s or the supervisor of Literature TA2s to develop a common course plan. Since these meetings usually occur in the summer prior to the teaching associateship, students selected for this appointment should keep their summer plans flexible. Throughout the semester, Teaching Associates observe each others’ courses and meet in weekly cohort meetings with their supervisor to discuss pedagogical and curricular concerns as they arise in their classes. TA2s are expected to teach this course again in the spring semester; the revision of the course for the spring, the improvement of the course through that team-based revision process, and the experience of teaching a revised course are crucial to
the TA2 experience.

**TA2 Pedagogy Coursework**
TA2 students must register for ENGL 698: Teaching Intern Seminar, which awards three graduate credits for the Teaching Associateship. This course consists of elements of the Teaching Associate work external to the classroom plus an additional project or portfolio extending or assessing what you have learned as a TA2. This course is repeatable for credit.

**ENGLISH MA RESEARCH ASSISTANTSHIPS**
Most recently, Research Assistantships have featured rare books and manuscripts research; this research is performed at area libraries with unique collections of primary source materials such as the:
- Boston Public Library
- Hemingway Archives at the J.F.K. Library
- Massachusetts State Archives

The RA’s work may include, but not be limited to, the editing and transcribing of rare books and manuscripts material, bibliographical analysis of rare books, the creation of websites displaying rare books research results, and the production or publication of scholarly journal and research reports. Students work in teams or pairs to complete a group-defined project. The trajectory typically includes a first semester in which materials, methodology, and practice are explored, and a second semester in which a public project is completed. Under the guidance of the Graduate Program Director and faculty mentors, each team determines the best year-long trajectory for their research project. Individual and team projects are defined by each year’s participants.

Research assistants receive the same stipend and tuition waiver package as Teaching Assistantships. The application forms and deadlines are the same as for the Teaching Assistantships.

**ADDITIONAL EMPLOYMENT OPPORTUNITIES**

**On-Campus Employment: Human Resources and the Student Employment Office**
Jobs are often available through university departments and programs. Listings are online at [www.umb.edu](http://www.umb.edu), under the Human Resources section. The Human Resources website section contains employment listings and features an employment search function. Other job opportunities are posted at the Student Employment Office, which is located in the Campus Center, 2nd floor. It is recommended that you visit the Student Employment Office in person to learn of their services and listings.

**Off-Campus Employment: Career Services**
Career Services will work with you to locate off-campus employment and internships. Go to the Career Services websites on [www.umb.edu](http://www.umb.edu), for an explanation of the services they provide. Career Services maintains a password protected database of off-campus listings; they will give you a password and ask that you meet with them before applying to their listings. They will review your résumé and cover letter as part of the off-campus employment process.

**Assistantships in Other Departments**
Some assistantships—for example, those in the Office of Academic Support or in the university’s Writing Proficiency office—are open to all graduate students. It can be most efficient to go directly to these offices and ask for employment opportunities. Assistantship postings are also available on the UMB Human Resources website (see above) and MA students in English who have not received an assistantship in the department are encouraged to seek out these alternative opportunities.
Tutoring
English graduate students often work as English Tutors in the undergraduate English Department. Students interested in becoming an English Tutor may contact Professor Matt Davis, Director of the Tutoring Program and a faculty member of the English Department. Paid tutoring positions are also available through the Academic Support Services, Special Services, and the Veteran's Educational Training Program, and Distance Learning. Qualified persons should contact the heads of these programs.

FINANCIAL AID OFFICE
The office of Financial Aid administers a number of need-based aid programs, including those involving loans, grants, scholarships, tuition waivers and employment. Sources include federal and state governments and the University itself. Information is online at www.umb.edu, under the Financial Aid section. Service staff are available to give you advice and answer questions. You can meet with a financial aid counselor at the One Stop Office located in the Campus Center. A visit is highly recommended; you can also contact them at 617-287-6300.

BURSAR’S OFFICE
Detailed tuition and fees information is listed online at www.umb.edu, under the Bursar’s Office section, under Tuition and Fees. The Bursar’s Office website offers charts that break down all costs on a per-credit basis. Our contact in the Bursar’s Office is Kelly Regas at 617-287-5351.
PART 7:
DEPARTMENT AND UNIVERSITY OPPORTUNITIES

DEPARTMENTAL PRIZES

The Ann E. Berthoff Prize
Established in 1990 in honor of Professor Berthoff, a former English Department faculty member and noted figure in the field of composition and rhetoric. The prize is awarded annually to the outstanding Final Exercise in Composition Studies.

The Robert T. Crossley Prize
Established in 2010 in honor of the English Department's longstanding Chair and Graduate Program Director. The award is awarded annually to the most innovative, interdisciplinary, or risk-taking Final Exercise, as these qualities define Prof. Crossley's scholarship.

The David A. Kennedy Prize
Established in the spring of 1999 in memory of David Kennedy, a 1998 Graduate of the English MA Program. The prize honors exceptional work in the field of poetry.

The Alvan S. Ryan Award
Established in honor of the department's first Professor Emeritus, who retired in 1978. The award is given annually for the best literature paper in the English MA Program.

The MA Dean’s Book Award
This award is given annually to the year’s outstanding graduating student in the English MA Program.

Nominations are made by program faculty and reviewed by the Graduate Program Committee in April.

LIBRARIES

The Edwin Gittleman Memorial Library is the English Department’s reference and reading room. Named in memory of Professor Ed Gittleman, who died in July of 1996, the library houses English Department faculty publications, an Oxford English Dictionary, and other reference books. The Gittleman Library is available to English Department graduate and undergraduate students.

The Joseph P. Healey Library of UMass Boston contains a collection of approximately 370,000 volumes and currently subscribes to more than 3,000 domestic and foreign newspapers and journals. Through the “Virtual Library” Healey can draw on vast resources from other libraries in Greater Boston and supply titles not in its own collection within a few days. The library also maintains a growing collection of government documents, as well as an art, music, and film library equipped with listening and viewing carrels. Special exhibits related to books and the arts are displayed throughout the library and in the library’s art gallery, which is located on the fifth floor.

An extensive collection of bibliographical volumes are available for student use, and are of special importance for graduate students doing research work. A special reference room, located on the fourth floor, contains many concordances, language dictionaries, biographical encyclopedias, lexicons, and other resource materials. A microfilm library and a collection of indexes also aid students in research.

UMass Boston is a member of the Greater Boston Consortium of Academic and Research Libraries. The members of the Consortium are: Boston College, Brandeis, Tufts Medical School, MIT, Northeastern, Tufts, UMass Amherst, UMass Worcester, and Wellesley. Any student who wishes to use the Boston
University library can obtain a special admission pass from a UMass Boston librarian. UMass Boston faculty and graduate students are eligible for borrowing privileges at all libraries belonging to the Consortium, and may apply for a Consortium card at the fourth floor Reference Desk in the Healey Library.

The Boston Public Library makes its resources available to all residents of Massachusetts including out-of-state students who have lived in Massachusetts for at least one year. Borrower cards may be obtained at the BPL circulation desk upon presentation of identification that lists a current Massachusetts address. The library has two buildings: the Research Library on Dartmouth Street where materials can be used only on site, and the General Library on Boylston Street, from which materials may be borrowed. The BPL provides invaluable sources for students during their academic years, and after. Through a special partnership with the UMass Boston English Department, MA students in English enjoy unique access to the BPL’s extraordinary collection of rare books, manuscripts, and other archival materials in an English MA seminar offered every spring in the Rare Books Room of the BPL.

The John Fitzgerald Kennedy Presidential Library is a valuable resource for students interested in history, politics, public policy, and public opinion. Located only a few hundred yards from the UMass Boston Harbor Campus, the library also houses literary documents such as the Hemingway Papers, which include most of Hemingway’s original manuscripts and letters. A small staff assists students in their use of the library. In addition, the Presidential Museum is a historically important and intellectually stimulating place to visit.

GRADUATE STUDENT ASSEMBLY
The Graduate Student Assembly (GSA) is the voice of graduate students at the UMass Boston campus, is dedicated to enhancing the academic and professional development of graduate students. The GSA works to gain support for graduate research and skill development. The GSA is located in the Campus Center 3rd Floor

UNIVERSITY SERVICES

Health Services
Health Services provides medical assistance to students who have purchased school insurance, and charges a minimal fee to other students; a small fee is also charged for laboratory work. They have an extensive website at www.umb.edu, under “Health Services.” The Health Center asks that all students have a physical before treatment, and will provide one if a student does not have a doctor. Mental Health Services provides clinical psychological services, emergency services, crisis intervention, and referral services. Health Services is located in the Quinn Administration Building, 2nd floor (617-287-5660).

Career Services
Career Services offers career counseling and workshops on topics such as interviewing techniques. Their website is located at www.umb.edu, under “Career Services.” Resource materials regarding doctoral programs are available in their main office. Career Services is located in the Campus Center, 1st floor.

Athletics and Recreation
The following facilities available for students are located in the Clark Athletic Center: a gymnasium, a pool complete with 1 and 3-meter diving boards, an ice skating rink, and a weight lifting room. In 1995, the University opened The Beacon Fitness Center (McCormack Bldg. 1st floor). The outdoor facilities include an eight-lane track, eight tennis courts, a utility field, and 10 mercury sailboats. An extensive website can be found at www.umb.edu, under “Athletics.”
APPENDIX 1:

HELPFUL CONTACTS AND LINKS

Bursar’s Office Contact Person:
   Kelly Regas, 617-287-5350 (for tuition/fees)
   In Bursar’s Office, Campus Center, 4th floor, room 4300

Graduate Assistantship Contact Person:
   Paul Mullane or James Halloran, 617-287-5700 (for contracts)
   In Graduate Studies Office, Campus Center, 2nd floor, room 2100

Financial Aid:
   www.umb.edu/students/financial_aid/graduate/grad_stdt.html

English Department Website:
   http://www.umb.edu/academics/cla/dept/english/index.html

University Website:
   http://www.umb.edu

WISER system: http://wiser.umb.edu/
   Student registration, schedule, bill information.

Graduate Student Assembly: http://www.gsa.umb.edu

The UMB Boston Writing Project: http://www.bwp.umb.edu/index.html

Graduate College of Education: http://www.gcoe.umb.edu

Graduate Women’s Consortium: http://www.radcliffe.edu

UMass Bookstore: www.efollett.com
APPENDIX 2:

MA in English with Initial Teacher Licensure for Middle or Secondary School

English MA students who wish to teach English at the middle (5-8) or secondary (8-12) school level may earn an initial teacher license through the following program of study.

Admission
Students wishing to pursue this track must:
1. Update their “English MA Program Concentration” form in the MA office.
2. Schedule an initial meeting with the English Department licensure advisor, Alex Mueller (alex.mueller@umb.edu), in order to plan a program of study in English.
3. Schedule an initial meeting with College of Education licensure advisor, Kevin Ziomek (kevin.ziomek@umb.edu), in order to plan a program of study in Education.

Course requirements
Students are required to complete the 30-credit English MA Program, including the following four specific courses:
- ENGL 610 Teaching of Composition
- ENGL 611 Teaching of Literature
- ENGL 613 Teaching English with Technology
- ApLing 603—Cross-Cultural Perspectives

In addition to the 30 credits in the English MA Program, students must complete the following three courses and student teaching (Practicum) through the M.Ed. program in the College of Education.
- EDC G 644—Developmental Stages (3 cr)
- EDC G 650—RETELL: Rethinking Equity in Teaching English Language Learners (3 cr)
- EDC G 630—Inclusion K-12 (3 cr)
- EDC G 687 or EDC G 688 Practicum Seminars plus Practicum (6 cr)

Pre-practicum (student teaching) requirements
Students must complete at least 75 supervised field hours (observation) in middle, high school, or equivalent settings. Because of UMB’s urban mission, at least half of these hours must be completed in urban settings. Up to 50 hours of this requirement may be satisfied through English tutoring, apprentice teaching, and teaching as an intern at the college level. Students who have no prior middle or high school teaching experience must complete 25 hours in the relevant school setting. These hours must be documented and submitted with the application for student teaching. Work done in a course with a field experience component may be used towards fulfilling the pre-practicum requirements. In-service public school teachers may apply to meet the pre-practicum field experience requirement through their current teaching.

The English MTEL
The MTEL tests the candidate’s competency in the subject matter specific to the certification area sought (English). Students must successfully complete the Massachusetts Department of Education Communication and Literacy Skills Portion by midway through the program. Students must successfully complete the Subject Test in English by the semester before student teaching. Information about upcoming MTEL administrations and registration materials is available from (413) 256-2892 or via the MTEL web site: www.mtel.nesinc.com. The English MTEL Test Information Booklet is available at http://www.mtel.nesinc.com/PDFs/07_ENGLISH.pdf. Full-

**Practicum (student teaching) requirements**
The Practicum consists of one semester of supervised student teaching in a middle or secondary English classroom (a minimum of 300 hours). It is concurrent with a practicum seminar (totaling 6 credits for Practicum and Seminar). Students receive supervision throughout the duration of the Practicum from both a University supervisor and a mentor teacher (mentor teachers must hold Professional Licensure or equivalent).

**Application procedure for the practicum (student teaching)**
Students must apply for the practicum through the CEHD Office of Teacher Education (W-2-56). The following paperwork is required:

- A completed application for student teaching
- A current UMass transcript
- Documentation of 75 hours of field observation (pre-practicum requirement) or equivalent
- Proof of passing the Communications & Literacy section and the English subject area test of the MTEL.

Deadlines for submitting applications for student teaching are March 1st (for Fall student teaching) and October 1st (for Spring student teaching).

**CONTACT INFORMATION**
- English Department Education Advisor: Alex Mueller, W-06-3, alex.mueller@umb.edu, 617-287-6723
- CEHD Student Services: W-01-51, Kevin Ziomek, kevin.ziomek@umb.edu, 617-287-7233
- Pre-practicum placements: Danielle Wheeler, W-02-56, danielle.wheeler@umb.edu, 617-287-7591
- Massachusetts Department of Education: 781-338-3000 www.doe.mass.edu
- MTEL: www.mtel.nesinc.com
APPENDIX 3:
ENGLISH MA GRADUATE PROGRAM

QUICK FACTS

PROGRAM STRUCTURE
• Ten Courses (30 credits): nine 3-credit seminars + one 3-credit final exercise
• Course Load: full-time course load is two or three 3-credit seminars
• Two Years: typical time to degree is two years, but you can take longer/shorter
• Concentrations: select a literature, composition, or creative writing concentration; concentrations can be combined to create “intradisciplinary” work

SEMINAR COURSES
• Graduate-student only Seminars: all MA courses are roundtable seminars
• Small Size: all MA courses enroll only 12-16 graduate students
• Wide Variety: select from 14+ unique MA seminars per semester (32+ per year)

FINAL EXERCISE
• Final Exercise Topic: select a topic, typically a thesis connected to coursework
• Final Exercise Advisor: select a faculty advisor for one-on-one final exercise work

SPECIAL OPPORTUNITIES
• Teaching: you can earn initial licensure in middle/high school teaching
• Rare Books: you can take hands-on rare books courses at the Boston Public Library
• MFA Seminars: you can enroll in our MFA program’s “special topic” seminars
• Community Engagement: you can get involved in volunteering and internships
• Mini-courses: you can enroll in one-credit courses on career and research topics
• Conferences: you can present on research or teaching at UMass Boston conferences

ADMISSIONS
• Application to enroll for Fall Semester: priority deadline is March 1, with applications considered on an ongoing basis until the University’s June 1 deadline. For Spring Semester: applications considered on an ongoing basis until the University’s November 1 deadline.
• Application Materials: In addition to the general application requirements found at www.umb.edu/admissions/grad/apply, we require a personal statement, writing sample, and three recommendations.
• Application Submission: Go to: www.umb.edu/admissions/grad/apply
• If you plan to apply: please contact us for guidance with application process

ASSISTANTSHIPS
• Graduate Assistantships: teaching and research assistantships are available; please contact us for details and application instructions

TUITION AND FINANCIAL AID
• Tuition and Fees: “Bursars Office” at www.umb.edu
• Financial Aid: “Financial Aid” at www.umb.edu
• Campus Employment: “Student Employment” at www.umb.edu
APPENDIX 4:

DIRECTIONS to
UMASS BOSTON ENGLISH DEPARTMENT

MA PROGRAM OFFICE LOCATION
--UMass Boston English Department
--Wheatley Hall, on the 6th floor, room 08
--turn right as you get off the elevator, go through the double doors
--The MA Program Office is directly in front of you; check in at the office for appointments

SUBWAY: Information about the subway/"T" is on the UMass Boston website as follows:
--go to www.umb.edu; click on "about;" click on "public transportation"
--as the website explains, you'll take the Red line to the JFK/UMass stop
--at the JFK/UMass stop, you'll take a free shuttle bus (shuttle bus #1 or #2
--get off at the Campus Center, as explained next:

SHUTTLE/CAMPUS CENTER:
The best way to envision the campus is to look at the parking map provided on the UMass Boston website, as follows:
--go to www.umb.edu; click on "about;" click on "directions/parking;" click on "parking map"
--on the map, the shuttle bus will drive in on the white one-way street labeled "University Drive"
--it will drop you off at the Campus Center--this is the building on the circular driveway
--walk into the Campus Center; go up the main stairs; exit the Center on the University's Plaza level
--once outside, look/turn left--Wheatley is the tall brick building immediately to your left
--inside the Wheatley entrance, take the elevator to the English Department, 6th floor

DRIVING:
The best way to envision the campus is to look at the parking map provided on the UMass Boston website, as follows:
--go to www.umb.edu; click on "about;" click on "directions/parking;" click on "parking map"
--if you look at the map, you'll drive in on the white one-way street labeled University Drive
--we are the yellow building on the map, "Wheatley Hall;" it is a large red brick building
--After parking, make your way to the Campus Center building, walk up the stairs to the University's Plaza level (1st Floor)
--turn left--Wheatley is the tall brick building immediately to your left
--inside the Wheatley entrance, take the elevator to the English Department, 6th floor

--don't hesitate to ask for directions--the campus is confusing, but most people at UMB are incredibly nice!

PLEASE CONTACT US!  information • materials • meet the director
ENGLISH MA GRADUATE PROGRAM
Department of English • UMass Boston • Boston, MA 02125
617-287-6702 • englishma.program@umb.edu
http://www.umb.edu/academics/cla/english/grad/ma