



# UNIVERSITY OF SASKATCHEWAN

## The Abbreviated Handbook for MA Students Department of History

Updated August 2021

Link to Full Graduate Student Handbook [here](#) (currently undergoing revision)

### **Course Work**

Our Master's program was designed with several goals: to introduce students to the craft of studying, researching, and writing history; to build key components of students' thesis projects into their required course work; and to enhance the sense of scholarly community among graduate students. All MA students are required to take 9 credit units of courses: HIST 881.3 (T1): Historiography; HIST 883.3 (T1): Historical Research Methods; and HIST 884.3 (T2): Historical Writing.

You must also register for HIST 994 Research (Thesis) and maintain registrations in this course until your program is completed. This means registering in Term 1 (Sept-Dec), Term 2 (Jan- Apr) and spring/summer Term (May-Aug).

As well, you must register for the HIST 990 Colloquium in Term 1 and Term 2 until you complete the colloquium requirement and receive a CR (credit). You do not need to register for HIST 990 in spring/summer terms.

In addition, you are required to take the on-line Ethics course(s). GPS 960 Intro Ethics and Integrity is required by all students as part of your program requirements, to be taken within the first term. GPS 961 *Ethics and Integrity in Human Research*, and a Certificate of Approval from Research Services, are required by students who are conducting research that will involve human subjects or human interactions.

### **Supervisor, Student-Supervisor Agreement, Thesis Advisory Committee, Preparation, and Defense of Thesis**

Your supervisor is your go-to person for the duration of your program. You and your supervisor will arrange a meeting as soon as possible to discuss and complete the Student-Supervisor Agreement. This document provides a framework for discussion of the guidelines that will govern your professional relationship. Completion of this document is a non-credit degree requirement. It is found here: <https://students.usask.ca/documents/graduate/student-supervisor-agreement.pdf>

You will prepare your thesis in close consultation with your supervisor. You will also be assigned an Advisory Committee, consisting of your supervisor and two other members (usually but not always faculty from the Department of History). The Advisory Committee will review your thesis proposal (which should be defended by the end of February of your first year in program) and offer suggestions for improvement. This is considered the first meeting of your Advisory Committee. Subsequently, your supervisor will arrange an annual progress meeting with you and your Advisory Committee normally to be held in December.

When your supervisor feels that your thesis is ready for defense, it will be submitted to the Advisory Committee for consideration. They must agree that it is ready for defense before it can go forward. Only at that point will it be sent to the external examiner (usually a faculty member from another department at the University of Saskatchewan).

The defense of a Master's thesis takes approximately three hours. In attendance will be the Advisory Committee, the external examiner, and a representative of the Graduate Committee as Chair of the defense. Graduate students and faculty in the History Department and members of the CGPS are also welcome to attend. You will be asked to make a brief statement about your thesis and research of approximately 15 minutes. Two rounds of questions will follow, each led by the external, followed by the thesis committee. After the question period is over, you will be asked to leave the room while the committee deliberates. Once you return, the committee will inform you of its recommendations.

### **Language Requirements**

You are required to prove your competence to read a language other than English, the language to be determined in consultation with your supervisor and Advisory Committee and approved, if necessary, by the Graduate Studies Committee. If English is your second language you are not required to pass a language examination unless another language is needed for your research. You must pass a language competency examination before you can defend your thesis. The examination is usually given by a member of the department in December and consists of translations from the language to English. You may attempt the language examination as many times as is needed to pass it. Alternatively, you may register for a French language course (HIST 888.3) offered in Term 2 with no additional tuition or fees required. This course counts towards your language requirement if a pass grade is obtained.

### **990 Colloquium**

Students must attend and present a conference style paper at the annual MA Colloquium. Your presentation is normally based on a chapter of your thesis. Students usually work closely with their supervisor in preparing their colloquium presentation. Usually, the MA colloquium is held at the end of November of the second year of the program. However, this academic year, due to COVID, we will hold the MA colloquium in February in the hopes that it can be held in person.

### **Funding and Teaching Assistantships**

The department has various levels and sources of funding. All eligible students are expected to apply for external funding (from SSHRC or equivalent) in each of their first two years in the program. The Department will hold a workshop in September to advise students about such applications. Departmental scholarships are valid for the first two years provided that the recipient maintains acceptable progress in the program. The other major forms of internal funding are teaching or research fellowships. Teaching fellowships normally require a student to lead three seminar sections per term (12 hours per week). Decisions about scholarships and fellowships are made by the Graduate Committee. The Head of the Department, in consultation with the Director of Graduate Studies, assigns seminar sections to teaching fellowship holders. The Department also has some funds for student research travel for which you can apply. The deadline to apply for travel funds is usually early February. Normally, Master's students may apply for travel funds once during their program of study.

### **RECOMMENDED TIME LINE**

#### Year One, Term One

- HIST 881.3: Historiography (complete historiography section of thesis)
- HIST 883.3: Historical Research Methods (write SSHRC proposal and thesis proposal)
- Write language exam in December

### Year One, Term Two

- HIST 884.3: Historical Writing (complete one chapter of thesis)
- Advisory Committee approves thesis proposal
- Complete French language course (Hist 888.3), if necessary

### Summer

- Work on thesis research and writing

### Year Two, Term One

- Meet with advisory committee and complete progress report (by December)
- HIST 990: Present chapter of thesis at colloquium in November (or February)
- Complete all research and rough draft of thesis (by December)

### Year Two, Term Two

- Revise thesis chapters and present full draft to advisory committee
- Prepare for thesis defense