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Qualified graduates of liberal arts colleges or universities of recognized standing may be admitted to the Graduate School of Arts and Sciences (GSAS) in any of the following doctoral programs:

Chemistry; Classical and Near Eastern Archaeology; Greek, Latin and Classical Studies; History of Art; Mathematics; and Physics.

These six graduate programs constitute two interdisciplinary groups. The Graduate Group in Archaeology, Classics,

the GSAS, following the rules and procedures set forth by each.

These procedures include securing the permission of the student's Director of Graduate Studies to undertake independent work/research as well as of the instructor who will supervise that independent work. Graduate registration is considered final, but changes may be made, with the approval of the Director of Graduate Studies and, if necessary, the Dean of Graduate Studies during the drop/add period designated by the GSAS.

A graduate student may register to audit a course following the same procedure, but first gaining the permission of the course instructor, the Director of Graduate Studies in the student's home department, and the Dean of Graduate Studies.

Students may take a limited amount of work for Bryn Mawr graduate credit at institutions with which Reciprocal Plans have been approved by the Graduate Council and the President of the College. Under special circumstances, the Dean of Graduate Studies may approve such an arrangement at another institution for an individual student. Work at other institutions is limited to the equivalent of two units per year, and may not exceed one third of a student's total program. In particular, no more than two such courses may be used to meet the six-course requirement for the M.A. degree. Students must register with Bryn Mawr College for all work to be done at other institutions and shall be subject to the same tuition and fees as students wholly enrolled at Bryn Mawr College.

Students who have not advanced to candidacy for the Ph.D. may take a leave of absence, discontinuing their graduate work for a period of time, by consulting their Director of Graduate Studies, then notifying the Dean of Graduate Studies. A leave of absence does not change the

graduate standards, "Satisfactory" or "Unsatisfactory". The grade of "Satisfactory" shall only be awarded if the student's work has met or exceeded an undergraduate 3.0 standard, including any additional work assigned to raise an undergraduate course to the graduate level (see Section II, A). Any graduate student taking an undergraduate course receives a grade of "Satisfactory" if the student's work has met or exceeded an undergraduate 3.0 standard.

Undergraduate courses at 000- through 200- levels taken by graduate students for language exam preparation or for remedial reasons are assigned grades on the undergraduate 4.0 scale and these courses do not require completion of a narrative course evaluation.

At the end of each semester, the instructor of each unit of graduate instruction or supervision shall promptly submit a final evaluation of every student enrolled for that unit. The evaluations shall be submitted to GSAS by the date communicated by the GSAS office; they shall be shared with the students upon receipt. In the case of a year-long course, an interim report shall be submitted at the end of the first semester. The evaluation shall consist of a formal grade and a descriptive passage, including a consideration of the student's ability for advanced research and teaching.

If a graduate student's work is incomplete in any unit, the instructor will complete an evaluation, including a grade of "Incomplete" and a statement describing what the student must do in order to receive credit for the course and by what date. The date set shall be no later than 30 days after the beginning of the next fall semester. If the work is not complete by the date set, the record of "Incomplete" shall stand permanently.

Successful completion of an M.A. at Bryn Mawr College does not ensure departmental approval for continuation in graduate work toward the Ph.D.

In the case of unsatisfactory work, unsatisfactory progress toward the degree, or failure to pass the requirements for the M.A. or Ph.D. in timely fashion, the department may recommend the non-continuation or exclusion of a student to the Dean of Graduate Studies, who will notify the student of the decision. This notification shall also inform the student of their right to appeal and reference this section for full rules and procedures. A decision not to continue or to exclude a student means that the academic programs and services of the College are no longer open to that student except in cases in which the student is admitted, through the regular procedures, to another department.

If the student wishes to appeal the decision, they should direct the appeal to the Chair of the Graduate

in the student's program, and other appropriate members of the faculty (including, for degree candidates, the director of the student's work) shall be present. In the case of accused misconduct, the student shall also be informed of the specific misconduct charged, that they shall have the right to select and have present any kind of counsel, to face and to examine witnesses, to call witnesses on their own behalf, and to appeal. If the student wishes to appeal the decision, a committee constituted of at least three faculty members of the Graduate Council will hear the student, a representative of the department, and the Dean of Graduate Studies. The committee will make its recommendations to the President; the President's decision will be binding.

If the student wishes to appeal the decision, they should direct the appeal to the Chair of the Graduate Council. The Chair of the Graduate Council will appoint an appeal committee consisting of the Chair of the Graduate Council and all faculty and graduate student members of Graduate Council. (In the event that any of these persons participated in the prior decision of misconduct, they will not be allowed to sit on the appeal committee). The appeal committee shall conduct a formal hearing, to which all appropriate persons, including representatives of the student's department, shall be invited to appear. The decision of the appeal committee shall be final.

In cases of exclusion in the course of an academic year, fees will not be refunded or remitted in whole or in part; fellowships, scholarships, and assistantships will be canceled.









Each graduate program has established such requirements in foreign languages and/or special skills as are essential for scholarly work in that discipline. These requirements shall be readily available to prospective and current students. Any changes in these requirements must be approved by the Graduate Council. Individual exceptions to the departmental rules require the approval of the Graduate Council.

Requirements in foreign languages and/or special skills may be met in the following ways:

If a foreign language competency is required by a department, a student must pass a Bryn Mawr College language examination scheduled and administered by that department. The language examinations consist of two passages of 250-350 words each, chosen by the department, to be translated during a two-hour period. The use of a dictionary either in print or electronic may be permitted for the translation of either or both passages, at the discretion of the department. The examination shall be read by two members of the department. If considered marginal, then a member of the respective foreign language department may be consulted. The final decision will be made by the graduate department after discussion with the external reader. With the consent of the department and of the Dean of Graduate Studies, a student whose native language is not English may be permitted to write a language examination in a language other than English. The student can expect to receive their graded language examination within a month after the end of the exam period set by the department.

At the department's discretion, a student whose native tongue is not English may offer English for one of the languages that may be required. This proviso does not apply for students whose field of study is the language and the literature of their native tongue. The requirement in English may be met either by certification from the department that the candidate's English is adequate or by a special examination given by the department, no later than January of the academic year in which the candidate is to take the degree.

For special skills, a student may be required to pass an examination administered by the department. For either a special skill or language, with prior approval from the department and the Graduate Council, a student may complete course work specifically chosen to complete the requirement by the department in lieu of an examination.

For A.B./M.A. candidates in Mathematics, the successful completion of the language requirement for the Bryn Mawr College A.B. degree will satisfy the language requirement for the M.A. degree.

Every candidate must present a thesis or one or more qualifying papers in a special field in the subject studied for the M.A. For candidates in residence at Bryn Mawr College, the due date of the paper(s) is set by the department. For candidates away from Bryn Mawr, the due date is 30 days before Commencement of the semester in which the candidate hopes to receive the degree.

The paper(s) shall be read, and approved or rejected, by at least two members of the department or one member of the department and one in an allied department. All papers must be completed to the satisfaction of the department before the candidate is admitted to the final examination.

Before the final examination, the M.A. candidate must complete any requirements in languages and/or special skill(s) and must have submitted a thesis or major paper(s) in the special field. The candidate may be enrolled in courses that will count towards the MA requirements during the semester in which they will complete the MA requirements.

Every candidate must pass a final examination, which shall test the ability to place the special field in a more general background of the major subject. This examination shall be either written, with four to six hours of examination; or oral, lasting no less than one hour; or written and oral, a written examination of four hours and an oral examination of one hour. An experimental or open-book examination of greater length may be substituted for the written examination. The examination shall be judged by faculty designated by the department, including, at a minimum, the two faculty members who were designated to read the candidate's paper(s).

Students may apply for Ph.D. candidacy as soon as they (1) have completed sufficient course work (as determined by the program Director of Graduate Studies

department so recommends and the Graduate Council or the Dean of Graduate Studies approves.

The role of the chair of the Ph.D. Supervising Committee is to be an impartial moderator at oral examinations, to ensure that examinations are civil and fair, to ensure that all requirements are completed and that documentation of examinations is accurate and complete. The student may appeal to the chair in the event of irreconcilable differences with the Dissertation Director. The chair convenes the Supervising Committee before the Ph.D. oral Preliminary Examination or the oral Final Examination if one or more committee members are dissatisfied with the student's performance.

The chair of the Ph.D. Supervising Committee should be tenure-track or tenured Bryn Mawr faculty outside the student's home department. In consultation with the Dissertation Director and/or the departmental Director of Graduate Studies, students may suggest three or more faculty members

when a candidate's academic preparation is deemed to warrant special consideration.

: Preliminary Examinations should be completed within a period of four weeks. When an oral examination is included, the period of examination may be extended to five weeks. No Preliminary Examinations are to be scheduled during the thirty days immediately preceding Commencement. Exceptions may be granted by the Dean of Graduate Studies, upon request of the Director of Graduate Studies or Dissertation Director in consultation with chair of the Supervising Committee.

: The fields covered by the examinations will be established by the Director of Graduate Studies or Dissertation Director (if already named) in consultation with the members of the Supervising Committee. A list of the Ph.D. student's fields and the schedule of examinations approved by the Supervising Committee shall be filed by the Ph.D. student in advance in the GSAS Office. The Preliminary Examinations may include twelve to twenty hours of written examinations. Except for experimental or open book examinations, no one exam shall exceed four hours in length. An oral examination of one to two hours may be added at the option of the department.

: The following preliminary exam procedures have been approved:

: The Preliminary Examinations consist of one written examination focusing on an original research proposal on a topic outside their dissertation research, accompanied by a public presentation and oral defense. A period of longer than five weeks is permitted because of the special form of these examinations.

: A Ph.D. student in Mathematics may enter the Preliminary Examinations after demonstrating PROFICIENCY in three general principal areas of mathematics, which will typically have been shown through the student's regular graduate course work and through additional required work, if needed. In the Preliminary Examinations themselves, the Ph.D. student demonstrates ADVANCED PROFICIENCY in one or two topics as formulated by the student and their potential advisor and approved by the Department. The Preliminary Examinations consist of the following components: (1) the student will deliver a short course of 3-4 lectures (addressed to graduate students and faculty in mathematics) (2) for a written examination, the student will submit a written component (comprised of lecture notes and substantial responses to a set of prompts, which may be worked on, untimed, at any time over the first four weeks of the examination period) and (3) for an oral examination, the student will participate in a conversation with the Supervising Committee (for the committee to gain further clarification on prompts and responses and for the candidate to share additional knowledge).

The Preliminary Examinations consist of four four-hour examinations demonstrating proficiency in core areas of physics, and a one

is open to any member of the faculty. In the event of an oral examination, the chair of the Supervising Committee shall ask the committee, in the absence of the Ph.D. student, for a statement of the division of time among the examiners and shall be responsible for maintaining the schedule adopted. At the end of the examination, the chair shall give each member of the committee an opportunity to ask additional questions. After the Ph.D. student leaves the room, the chair shall ask each member's opinion of the Ph.D. student's performance.

Results of the Preliminary Examinations: The result of the examinations is to be recorded in the

examination is unsatisfactory; or "Unsatisfactory." The vote of the Supervising Committee shall be recorded on the candidate's Ph.D. application form and signed by the members of the committee. The committee shall state explicitly on the form when the Ph.D. student is to make up any deficiencies and whether by written examination or in some other manner approved by the committee, as appropriate to the seriousness of the deficiency. All deficiencies must be made up before the Ph.D. student may submit the dissertation as a Ph.D. candidate. If the result is "Unsatisfactory," the Ph.D. student may be refused permission to continue work for the Ph.D. degree and excluded from the program, or may be asked to retake the Preliminary Examinations. No Ph.D. student may be permitted to retake the Preliminary Examinations more than once. Preliminary Examinations must be passed satisfactorily within one year of the first written examination. In such unusual circumstances as serious illness, exceptions to this rule may be granted by the Dean of Graduate Studies. If after this time, a student has remaining unsatisfactory performances in any area of the preliminary examinations, they may not proceed to complete the degree.

If there is a difference in opinion in the Supervising Committee, the majority vote shall be decisive. The vote of the dissenting members shall be recorded on the Ph.D. student's Ph.D. application form, and they may file a minority report.

After the Supervising Committee has voted, at the conclusion of the oral examination, the chair should inform the Ph.D. student of the decision. When the Preliminary Examinations do not conclude with an oral, the vote on the completed Preliminary Examinations shall be determined expeditiously, at a meeting of the full Supervising Committee. In either case, the chair of the Supervising Committee shall return the Ph.D. application form including the signatures of the members of the Supervising Committee to the GSAS Office. The Dean of Graduate Studies shall send a written statement of the decisions of the Supervising Committee to the Ph.D. student.

: The dissertation is the Ph.D. candidate's written document that presents the results of the candidate's independent research in the field of the major subject. It must contain original material, results, or interpretations, and be adjudged suitable for publication. The dissertation must include an abstract of no more than 350 words and be accompanied by a vita. The dissertation shall be written in English with the following exception: A candidate whose native tongue is not English may, with the permission of the Dissertation Director, the department and Graduate Council (nt)-2 (t)-2 (ugr)3 ( pi8 0 Td( )T,



Committee and by the dissertation submission deadline specified in the “Deadlines” section below, the Ph.D. candidate should submit their dissertation and a separate vita to the GSAS office by completing the online Pre-defense Dissertation Submission Form that requires downloadable links on the College's official file sharing system for the PDF files of the dissertation and vita. The Ph.D. candidate should provide a paper copy of the dissertation and vita for any member of the Supervising Committee who prefers a physical copy. The GSAS office will distribute the submitted dissertation to all members of the Ph.D. Supervising Committee and the LITS staff member, who oversees dissertation formatting, for preliminary format review.

By the day of dissertation submission, the Dissertation Director should email the other members of the Ph.D. Supervising Committee and the GSAS office a PDF file of a confidential recommendation letter addressed to the Ph.D. committee members. This letter should include brief critical comments and recommendation for dissertation acceptance.

: In graduate programs within the Graduate Group in Archaeology, Classics and History of Art (GGACHA), the pre-defense dissertation shall be submitted  
and no later than 45 days prior to the end of classes of the semester in which the candidate expects to

Final Examinations may not be set later than the fourteenth day before Commencement or no later than the Friday before the last week of classes in semester I, if a December degree is to be conferred.

: At the end of the Final Examination, the Supervising Committee shall take two votes, one on the dissertation and one on the general quality of the examination. The vote on the dissertation shall be "Satisfactory"; "Satisfactory with minor revisions"; or "Unsatisfactory." The vote shall be recorded on the student's Ph.D. application form and signed by the members of the Supervising Committee. In the case of a dissertation judged "Unsatisfactory" in its present form, the Supervising Committee shall inform the candidate in writing of the revisions necessary for a reconsideration.

If, after full discussion, more than one member of the Supervising Committee dissents from the opinion of the majority, the question shall be referred to the Graduate Council. There shall be a report from the Supervising Committee to the Dean of Graduate Studies, who shall bring it to the Graduate Council. Another member of the faculty or, by arrangement with the Dean of Graduate Studies, a scholar not connected with the College who is especially competent in the field may be called in.

The vote on the Final Examination is either "Satisfactory" or "Unsatisfactory." If the examination is satisfactory, the candidate shall be informed of the result by the Supervising Committee. If the examination is unsatisfactory, the Dissertation Director shall inform the candidate. The vote shall be recorded on the candidate's Ph.D. application form and signed by the members of the Supervising Committee. Notification of action on both dissertation and Final Examination shall be sent to the candidate in writing by the Dean of Graduate Studies.

At the time of the final deposit of the perfect copy of the dissertation to GSAS, prior to the conferral of the degree, the student creates an online account with ProQuest/ETD Administrator, uploads the dissertation and pays for the publication of the dissertation electronically through the ProQuest/ETD site. The dissertation is immediately released for publishing unless the student chooses an embargo option.

Electronic submission of the dissertation to ProQuest/ETD Administrator may be waived entirely if,

Eligibility

Full time



