



ORIENTACIÓN

Programa de Maestría en Español

PPT actualizado agosto de 2024

Dra. Jiyoung Yoon
Spanish Graduate Advisor
Professor of Spanish

**DEPARTMENT CHAIR
DR. GABE IGNATOW**



**Ms. Nancy Bouchard
Administrative Coordinator
(LANG 101)**



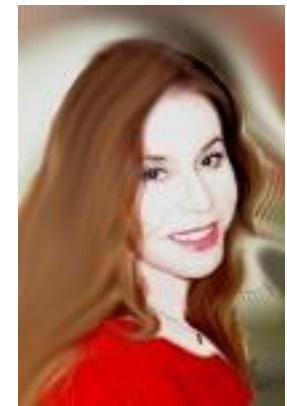
**Ms. Michelle Borsch
Office Support Associate (LANG 101)**





Spanish Graduate Faculty

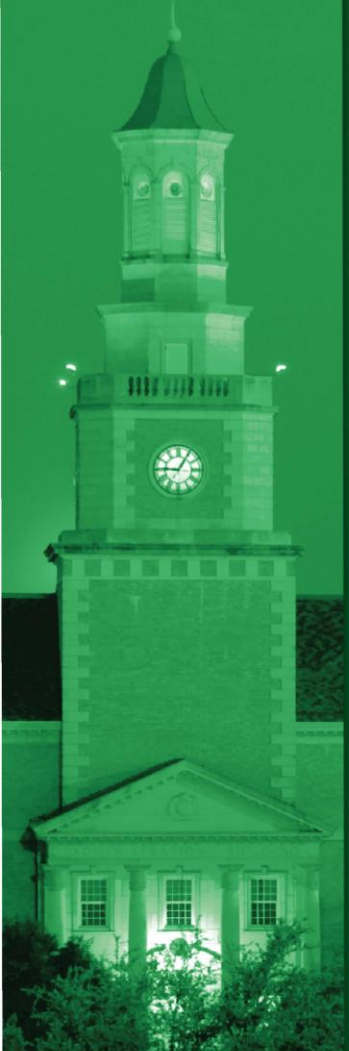
- **Dr. Jorge Avilés-Diz:**
18th & 19th Century, Spanish Golden Age
- **Dr. Daniel Carrillo-Jara:**
Latin American Literature & Culture; Digital Humanities; Andean Lit. & Culture
- **Dr. Jongsoo Lee:**
Latin American Colonial & 19th Century
- **Dr. Samuel Manickam:**
Latin American 20th & 21st Century Narrative
- **Dra. Teresa Marrero:**
Latin American/U.S. Latino 20th & 21st Century Theater
- **Dra. Jiyoung Yoon:**
Linguistics; Pedagogy



Plan de estudios (*Degree Plan*)

- Fill out a Degree Plan (DP) with the courses to be taken to satisfy the degree requirements (30 MA credit hrs.) within their first semester.
- The Graduate Advisor (GA) will provide the form and instructions on how to fill this out.
- If any changes occur since you have filed your degree plan, you will need to send the GA the updated DP before you apply for graduation, preferably one semester earlier than your graduation.
- Students should keep a copy of their approved degree plan.

[Click here to consult the current Graduate Course Offerings](#) (to be updated soon)



Degree plan for TAs/TFs

- TAs/TFs must enroll in nine (9) graduate hours every semester, except for the 4th semester
- Spanish MA: requires 30 SCH

Sample degree plan for a TA (1st year) and a TF (2nd year) or a full-time student:

<u>Semester 1</u>	<u>Semester 2</u>	<u>Semester 3</u>	<u>Semester 4</u>
Spanish	Spanish	Spanish	Spanish
Spanish	Spanish	Spanish	
Spanish	Spanish	Spanish	-----
			total: 30 SCH

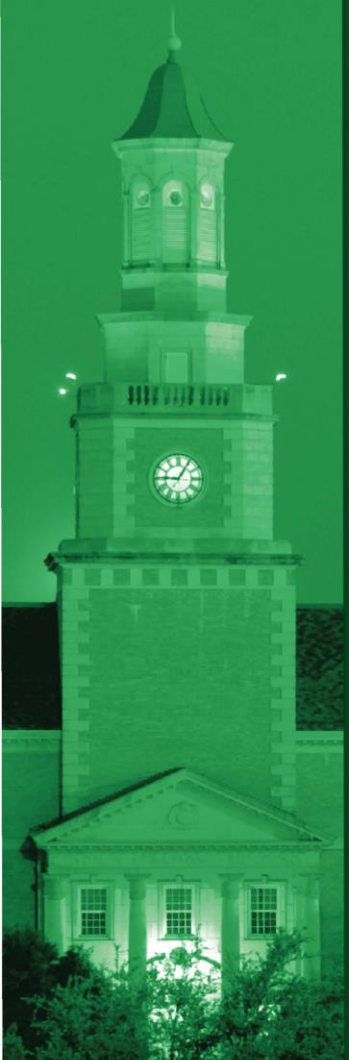


Maintaining Tuition Benefits and Stipend in your final (4th) semester as a TF

- Domestic students: need to fill out a **COURSE LOAD EXCEPTION (CLE) REQUEST in their 3rd semester** – **important!**
- Click the link below for more info from TGS (Toulouse Graduate School), click “#6. For information on Graduate Assistantships” and its submission link.

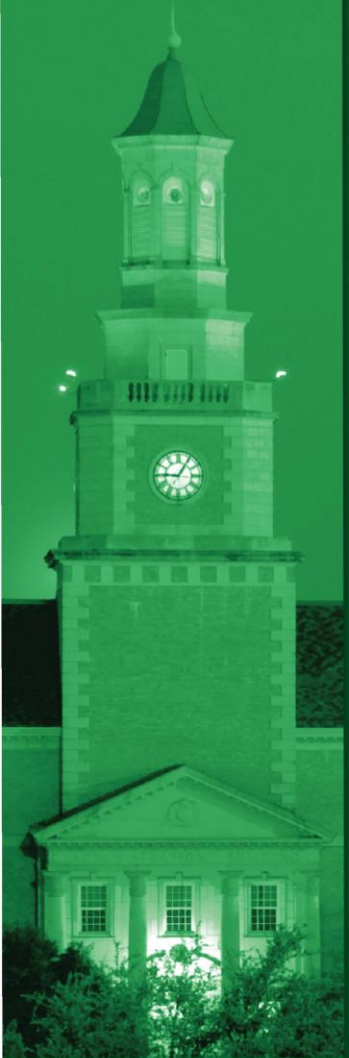
<https://tgs.unt.edu/reduced-course-load-request>

- Once you submit the CLE form, it will route your request to the Graduate Advisor for further processing.
- **CLE Request Deadline:**
“2-3 weeks before the start of each semester to ensure your request is processed on time.” (TGS)



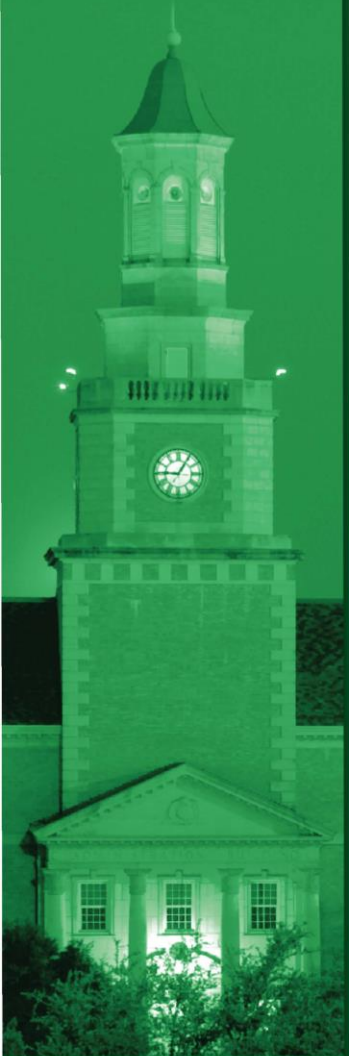
Maintaining Tuition Benefits and Stipend in your final (4th) semester as a TF [cont.]

- **“International students** do not need to submit a CLE form. Instead, submit the Graduate Part Time Enrollment Request from UNT-I for Visa purposes. CLE forms are not applicable to International Students”. (TGS)



Teaching Assistant (TA) and Teaching Fellow (TF)

- ✓ Partial tuition waiver: Coverage for 3-6 credit hours
- ✓ Monthly salary (9 months)
- ✓ TAs (1st year students): weekly meetings; learn teaching fundamentals through TA supervisor guidance
- ✓ TFs (2nd year students): teaching experience; TF supervisor guidance





EXAMS

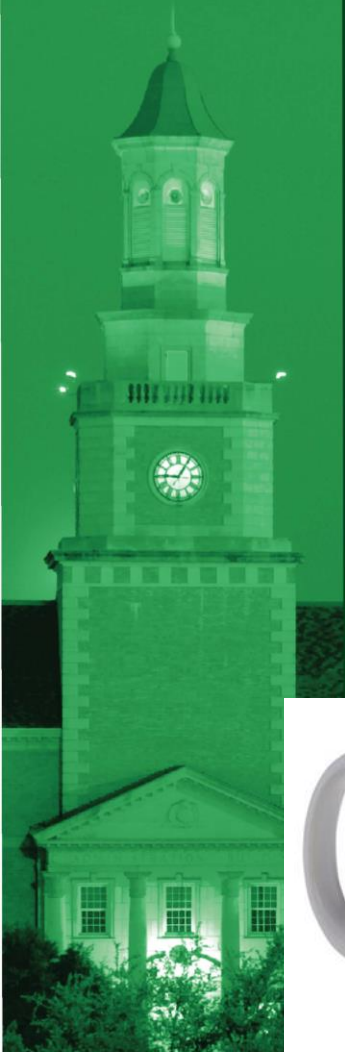
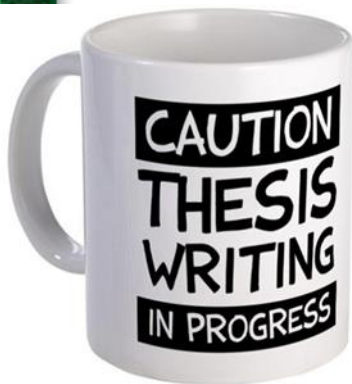
Plans of Study

❖ Non-thesis option:

- 30 hours (= 10 courses) of Spanish graduate coursework
- Pass 3 areas of comprehensive exams

❖ Thesis option:

- 36 hours (30 hours of Spanish graduate coursework plus 6 hours of thesis credit)
- Maintain a 3.75 GPA in order to qualify to write a thesis
- Write a thesis and deliver an oral defense

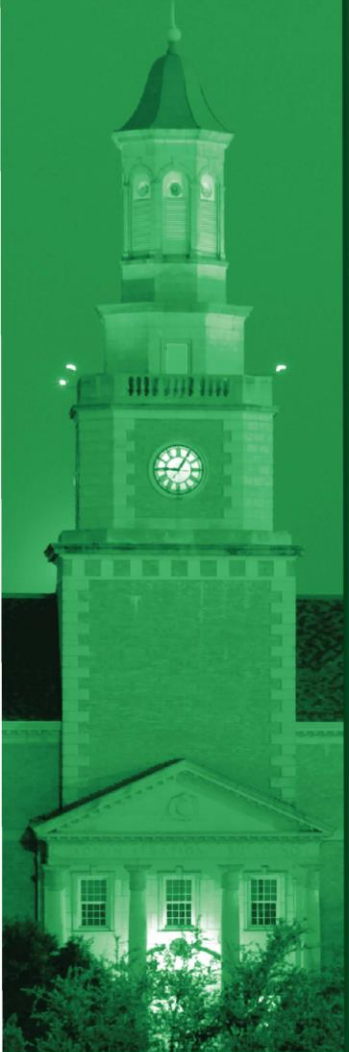




EXAMS

Opción 1. Exámenes: Necesita completar 30 horas de crédito para esta opción:

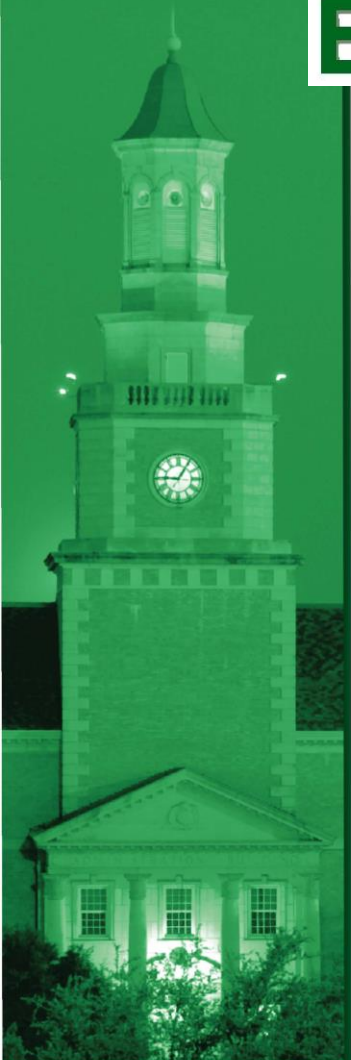
- 30 créditos cursados dentro del Depto. de Español
- **OJO:** Cada clase se ofrece cada dos o tres años





EXAMS

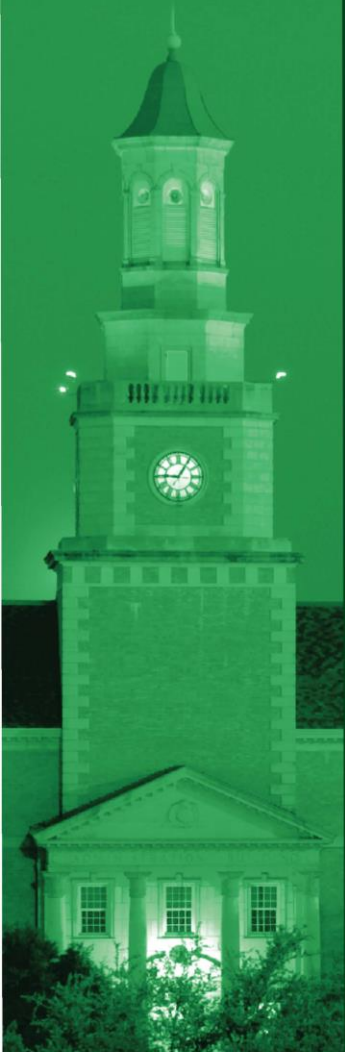
- Los exámenes se basan **en la materia cursada dentro del depto. de español y la lista de lectura de la Maestría** (*pending an update*) (<https://spanish.unt.edu/spanish-masters-program>)
- Los estudiantes seleccionan **3 áreas** de examen.
- Cada examen cubre un área **de su selección.**
- Es obligatorio haber tomado *por lo menos un curso en cada una de ellas.*



Note from the
[Graduate Student Handbook](#)

“Also, students will have taken **at least ONE COURSE** in each of the following areas *regardless of the areas they choose* in which to be examined:

- **Latin America**
- **US Hispanic**
- **Spain**
- **Linguistics.”**





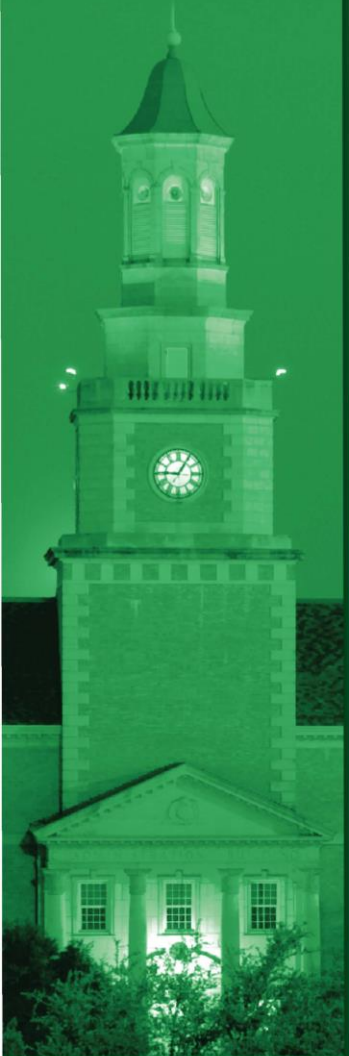
EXAMS

El semestre ANTES de tomar los exámenes es necesario:

1. Comunicarse con sus 3 profesores.
2. Luego escribir un correo electrónico a la *Grad Advisor* declarando sus 3 áreas.
3. NO hay cambios de áreas después.

Note from the
[Graduate Student Handbook](#)

- “Students must declare intent to take the MA exams the semester prior to the semester in which they are taking the exams.
- **If students are planning on taking the exams in fall, they must declare intent during the previous spring. If a student intends to take the exams in spring, they must declare during the previous fall.”**





EXAMS

- Los exámenes se ofrecen cada semestre normal (i.e., primavera y otoño) durante la **5ta semana de su último semestre.**
- Se ofrecen en línea (Canvas) de 9 am -12 pm (3 hrs.), L, M, V
- Si se falla algún examen lo puede **retomar la 8va semana** del mismo semestre
O
Esperar al próximo semestre normal.
- **NECESITA UN 80% PARA APROBAR CADA EXAMEN.**



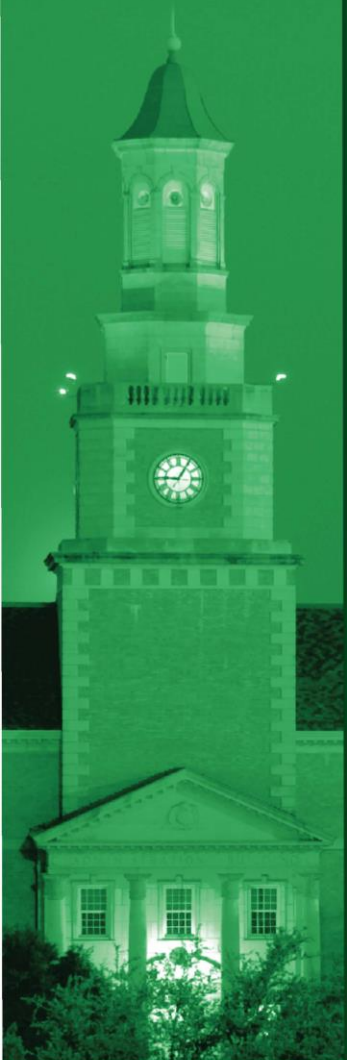
EXAMS

Estructura de los Exámenes Comprensivos:

1. En literatura-cultura, cada uno de los 3 profesores escribe un examen en su área con varias preguntas ensayísticas y el estudiante responde 2 (de 3 opciones).

2. En el área de lingüística,
El estudiante escoge una (1) de 2 preguntas de ensayo y contestará tres (3) (entre 4) preguntas breves de tipo analítico.

- No hay defensa oral para los exámenes.
- Hay que aprobar las 3 áreas en 2 intentos o menos.

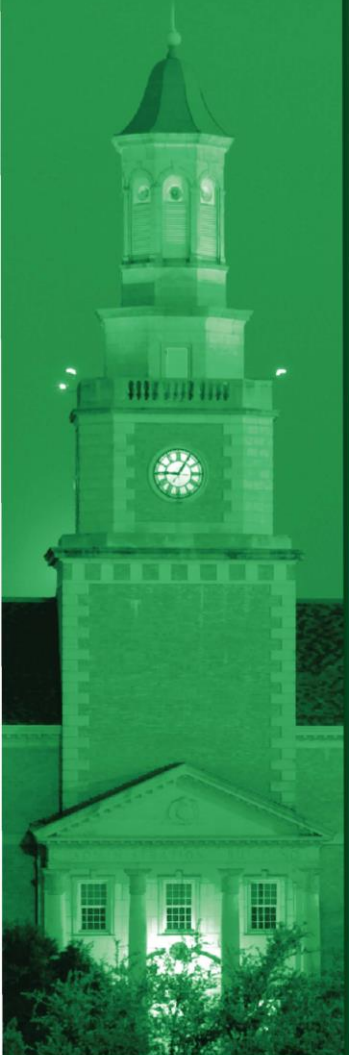


Note from the
[Graduate Student Handbook](#)

“What is the format of the exams?”

Each area professor will write three (3) examination questions, of which the student answers two (2) to respond in essay format (**length: about 500 words**). The student will have three hours to answer both essay questions.

In the area of Linguistics, the student selects and writes one (1) out of two (2) essay questions, and also answers three (3) out of four shorter analytical sections.”



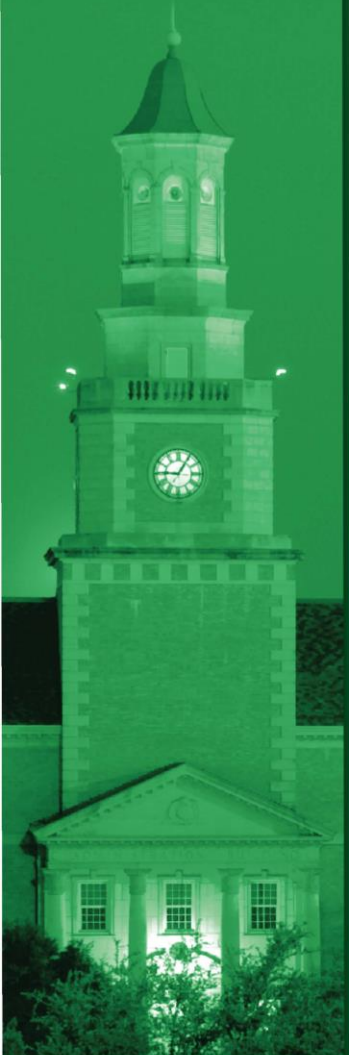
**Note from the
[Graduate Student
Handbook](#)**

“How is the exam graded?”

Each essay question is valued at 50 points. The exam will be graded as a whole by the examining professor. Thus, both exam questions constitute one examination area; that is, 100 points.

In the area of Linguistics, an essay question is valued at 40 points, and each of three shorter analytical sections is valued at 20 points for a total of 100 points.

The exam will be graded as a whole. To pass the comprehensive exams students must earn an 80% or better in each exam.”



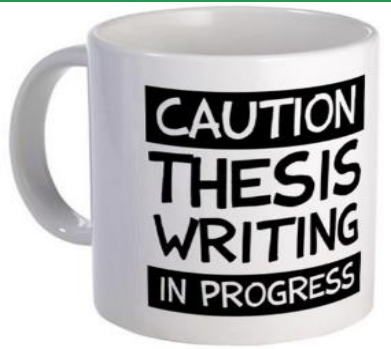
**Note from the
Graduate Student
Handbook**

“What happens if I fail one or more exams?”

If students do not pass one, two, or three exams, they may retake them during the 8th week of the same semester or during the regularly scheduled exam period of the 5th week of the immediately following semester.

A student who does not pass an exam on the second try, will be disqualified from completing the Master’s degree.”



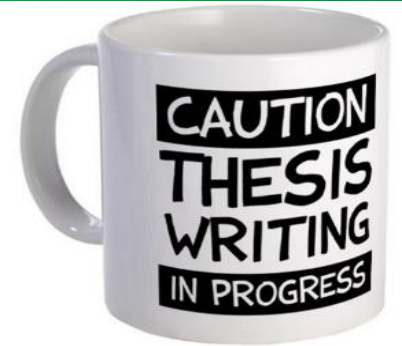


Opción 2. Si opta por escribir una Tesis, necesita completar:

30 créditos cursados dentro del Depto. de Español + 6 créditos de tesis= 36 créditos

(at least 30 hours of course work must be completed in the major, i.e., Spanish)





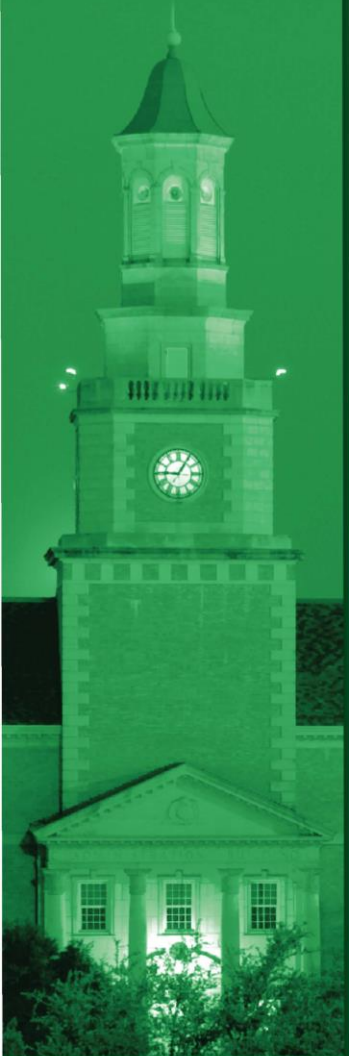
Requisitos:

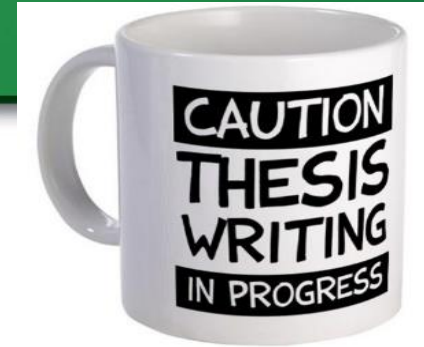
- **GPA de 3.75** (mínimo) al final de 18 créditos y debe de mantenerse a través de las 30 horas de créditos.
- **Procurar director** de tesis y 2 miembros. El director/a y uno de los miembros tienen que ser del depto. de español.
- Se escribe en **español o en inglés**.
- Hay **defensa oral**.

Note from the
[Graduate Student Handbook](#)

“Students with a GPA of 3.75 or better after completing 18 credit hours in all coursework at UNT

Important: a GPA of 3.75 must be **maintained up to 30 credit hours**, otherwise the student will be required to take the MA Exams.”





La propuesta de Tesis:

- La estudiante deberá presentar a su director/a una **propuesta de Tesis de 600 a 900 palabras con una bibliografía orientativa.**
- La propuesta debe ser aprobada por los miembros del comité.



Note from the
[Graduate Student Handbook](#)

“Preparing the Thesis Proposal:

- Students must prepare a thesis proposal of between 600 and 900 words plus accompanying bibliography.
- **The thesis director is responsible for submitting thesis proposals to the members of the student’s MA thesis committee** for approval.
- The student’s thesis committee may provide comments on how to improve the proposal, suggestions by which the student must abide.
- **The thesis committee** has the final approval of all thesis proposals, and **forwards the approved version to the Graduate Advisor.**
- The thesis director and the graduate student are responsible for adhering to all Toulouse Graduate School guidelines and deadlines.”

Note from the
[Graduate Student Handbook](#)

“When is the Thesis proposal handed in?”

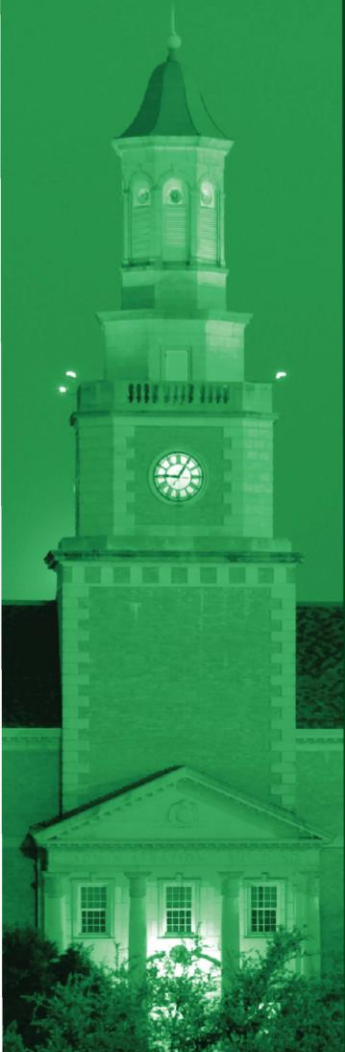
Thesis proposals are written and handed in to the thesis chair and committee members during the semester in which the student declares the intent.”

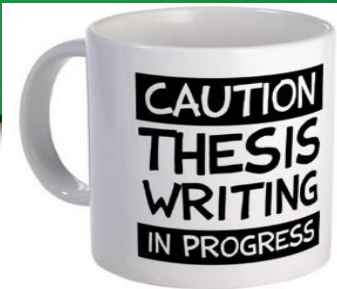
“MA Thesis Completion Timeline:

MA Theses are to be completed within three (3) semesters, during which students enroll officially as thesis credit hours. NOTE that the program allows for 6 thesis credit hours as part of meeting the 36 hour program requirement and no more.

If this timeline is not observed, students lose the privilege of continuing with the thesis option and ~~must then complete the additional six (6) hours of coursework and~~ take the comprehensive examinations as outlined above.”

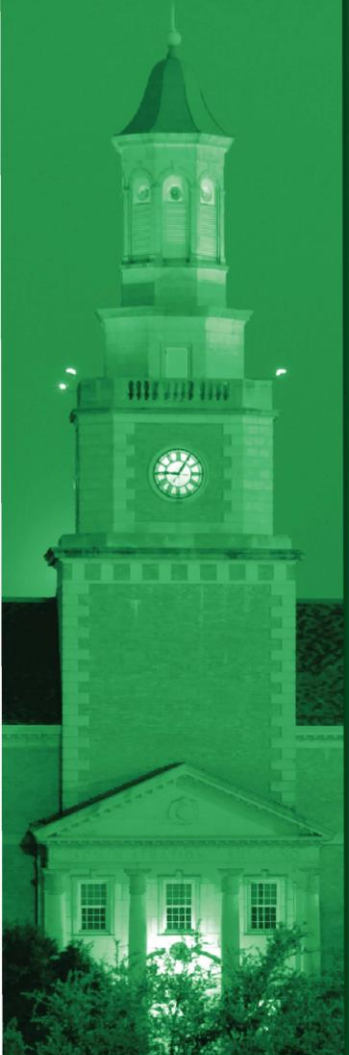
Thesis enrollment is required during every subsequent semester (and/or summer term if a faculty member is working with the student) until graduation.





-La Tesis necesita un **mínimo de 60 páginas escritas a máquina** (más bibliografía) y seguir el estilo MLA en caso de cultura-literatura y estilo APA en caso de lingüística.

-La/el estudiante y la/el director establecen un horario hacia la **finalización de la tesis en 2 o 3 semestres.**



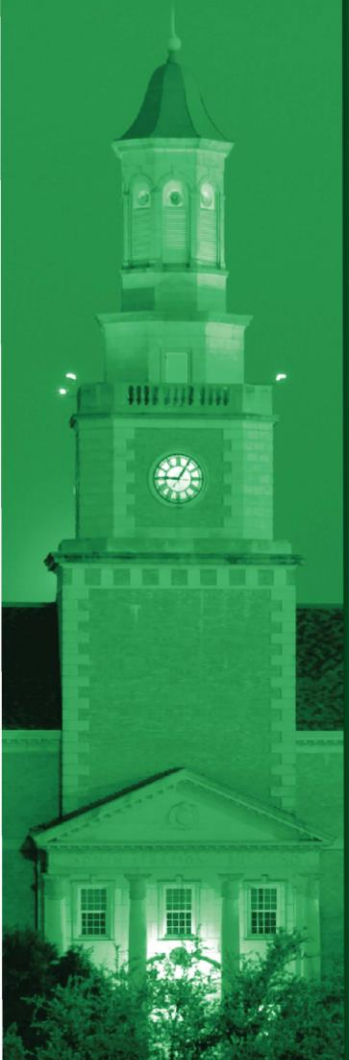
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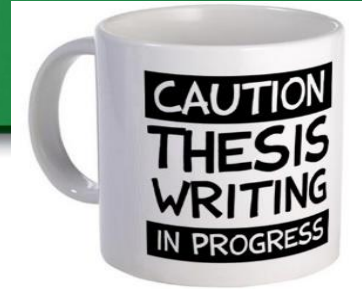
When to set up an oral defense:

“Students must have handed in to their Thesis Committee Chair and Members a **final version of their thesis prior to the oral defense on or before the 6th week of the semester.**”

“The Thesis Committee Chair must approve the Thesis prior to setting up the Oral Defense.

The Thesis Committee Chair sets up the defense day and time in concert with the graduate student candidate.”





La defensa oral dura una hora, y es pública. En los primeros 30 minutos la candidata hace una presentación Power Point con el argumento de su Tesis.

Luego hay preguntas del comité y del público.

Al final los miembros del comité hacen su fallo (¡A favor con toda suerte!)

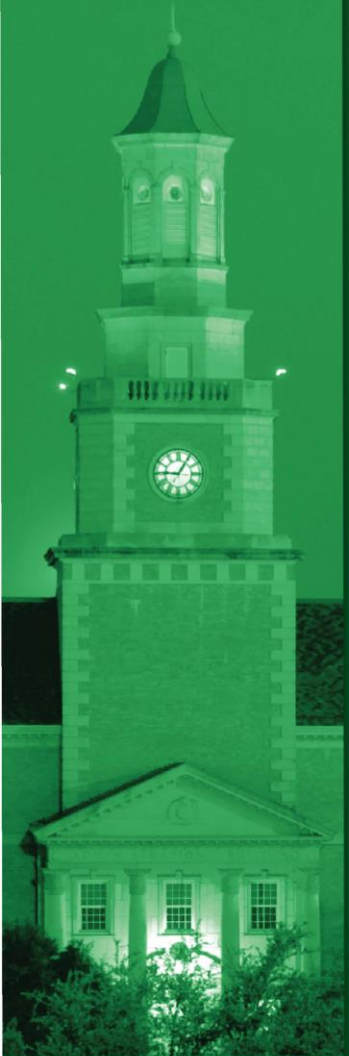
Note from the
[Graduate Student
Handbook](#)

Dates of the oral defense:

“It is highly recommended that the oral defense take place on a **Monday, Tuesday or Wednesday** thus allowing all members of the committee plus the graduate advisor to **sign the required Pass/Fail form from Toulouse within 48 hours of the defense** (to submit it to Toulouse in time).”

After the oral defense:

“Corrections to the thesis after the oral defense: submit the final version to the thesis director/committee first -→ then once approved, submit it **by the eighth (8th) week to Toulouse (e.g., before the Spring break in Spring).**”





Solicitar la graduación (*filing/applying for graduation*)

When do I file for graduation?

“IMPORTANT NOTE: Filing for graduation is a separate matter from taking the MA Exams and it takes place prior to passing the exams or defending the thesis.”

Note from the
[Graduate Student Handbook](#)

The window to file for graduation in Spring generally opens early October of the previous semester and closes mid-February.

It does not matter if students have successfully passed their MA exams or not in order to file your intent to graduate.

[Check the current Graduation Application Deadlines \(Toulouse\): click here](#)



[Click here for the Toulouse Graduation Application Instructions \(PDF\)](#)

Graduation Requirements:

- Complete all Spanish coursework with a GPA of 3.0 or higher.
- Pass the comprehensive examination or thesis defense.
- Satisfy all university requirements.
- **All students must have an approved, current, official degree plan on file with the Toulouse Graduate School.**
- [Apply for graduation.](http://tsgs.unt.edu/new-current-students/graduation-information) <http://tsgs.unt.edu/new-current-students/graduation-information>
- Graduation fees: Master's Degree: No fees, Master's Degree & Thesis: \$20 archiving fee

Note from the
[Graduate Student Handbook](#)





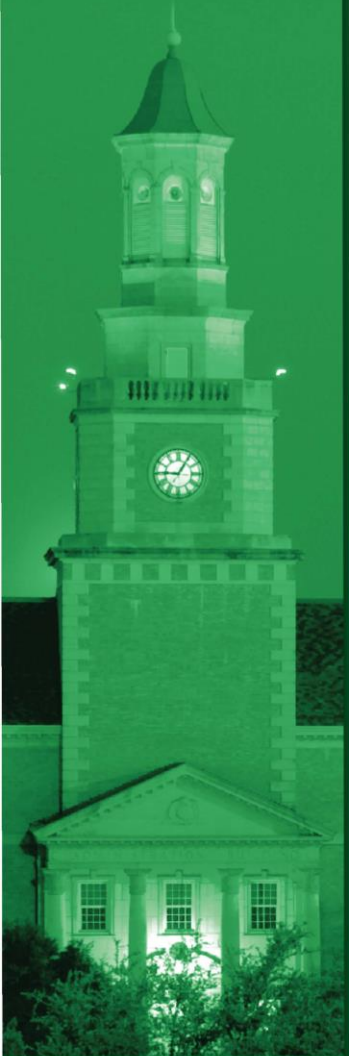
Para **GRADUARSE** con examen o tesis,
consultar <https://tsgs.unt.edu/new-current-students/graduation-information>: **Graduation info and deadlines**

Note from the
[Graduate Student Handbook](#)

Academic probation, academic suspension, and dismissal from the program

“Students must **maintain a B or better grade in all graduate coursework**. Earning the first C will result in academic probation. Earning a second C will result in dismissal from the program.”

“**Academic Integrity**. All students must adhere to UNT's Student Standards of Academic Integrity (Policy 18.1.16). Violations of this policy can lead to probation, suspension, and/or dismissal.”



¿Preguntas? Su consejera, la Dra. Yoon
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