

# Tulane University Graduate Studies

## Programs of Study

The most common programs of study for graduate degrees at Tulane are: 1) approved 4 + 1 master's, 2) thesis master's, 3) non-thesis masters, 4) M.S.-M.D. and Ph.D.-M.D., and 4) the Ph.D. The general characteristics of each program of study are outlined below; but as with admissions, specific requirements for all of graduate degrees may be obtained from the school in which the programs are to be carried out.

For master's degree programs, the minimum requirement is 24 semester hours plus thesis or equivalent. For M.A. and M.S. programs, one academic year must be in full-time residence status or its equivalent part-time study. For M.F.A. programs, the resident study requirement is the same except that upon the recommendation of the student's department or program chair and approval of the dean, work taken in Tulane summer session may be considered resident study.

For Ph.D. programs, the minimum requirement is 48 semester hours and a dissertation. One academic year must be in full-time residence status.

For maximum periods of time to complete requirements for any of these degrees see Tenure for Degree Students.

The graduate student's entire program of study will often be within a single department. In some cases, however, a student may take some of the work outside the major department with the approval of the chair of both the major department and the other department or departments concerned. Occasionally, the needs of individual students may require a special interdisciplinary Ph.D. program. For further information see Special Interdisciplinary Programs.

In addition, Tulane University offers the qualified student the opportunity to work toward two different degrees concurrently. For information on the joint-degree program leading toward a Master of Arts in Latin American Studies and a Master of Civil Law and the joint-degree program leading to a Master of Business Administration and a Master of Arts in Latin American Studies, contact the Center for Latin American Studies. The Master of Arts in Political Science can be earned concurrently with a Tulane law degree. The Department of Political Science should be contacted

for additional information. The joint programs leading toward the degree of Doctor of Medicine and either the Master of Science or the Doctor of Philosophy degrees in the basic medical sciences are described in this section.

## DEGREE OF MASTER OF ARTS

For the Master of Arts degree with thesis, the minimum course requirement is 24 semester hours plus thesis research. For the Master of Arts without thesis, the minimum course requirement is 30 semester hours. Reading knowledge of one modern foreign language pertinent to research in the discipline may be required by the department.

## DEGREE OF MASTER OF SCIENCE

The requirements for this degree are generally the same as those stated for the Master of Arts degree, but some programs have variations. See Courses of Instruction for specific information.

## DEGREE OF MASTER OF FINE ARTS

The Master of Fine Arts degree is given through the Department of Art, Music, and Theatre. The Department of Music requires a minimum of 30 semester hours; the Department of Art requires a minimum of 48 semester hours; and the Department of Theatre requires a minimum of 48 semester hours. A reading knowledge of a foreign language is not required. It is expected that most students will spend a minimum of two years of graduate study in fulfilling the requirements for the Master of Fine Arts degree. For variations in departmental requirements see Courses of Instruction.

## 4+1 MASTER'S PROGRAMS

In some programs, undergraduate students have the option of obtaining a master's degree with one additional year of study beyond the bachelor's degree (4+1). Program requirements vary but most 4+1 degrees do not require a thesis, in which case 30 credit hours of additional coursework beyond the bachelor's degree are required. Those programs that offer a thesis-based 4+1 option require 24 credit hours of coursework beyond the bachelor's degree. In some cases, a modified undergraduate curriculum is required to complete the 4+1 program; e.g., substitution of 600 level courses in the senior year that can be applied to both the bachelor's and master's degree, so interested students are advised to consult with their school's graduate adviser prior to their junior year to obtain specific instructions for participation in the 4+1

program. Tuition for the fifth year of the 4+1 program is set by the appropriate school or program.

### **DEGREE OF MASTER OF LIBERAL ARTS**

The Master of Liberal Arts program emphasizes graduate-level reading, thinking, and writing in areas that cross disciplinary lines. The program is designed for full-time students as well as part-time students who are usually already established in their careers. To encourage learning as a continuing challenge, it features the intensity of classroom discussion, the excitement of confronting new ideas, and the advantages of an academic environment. The program draws on the intellectual resources of faculty members from a wide variety of departments who enjoy approaching their academic disciplines from a new direction.

The Master of Liberal Arts program is offered by the School of Continuing Studies. To enroll in the program, a student must first apply to the School of Continuing Studies for admission as a part-time graduate student. Requirements for the degree include completion of two core courses within a single track and seven other graduate-level courses. In addition to the two core courses, seven elective courses drawn from the offerings are required; additional core courses may be taken as electives. During the evening each semester the university offers a broad range of courses in English, history, philosophy, sociology, foreign languages, and literature, among others, which are open to M.L.A. students. Special courses designed exclusively for M.L.A. students are also offered as electives. Finally, completion of a project, normally a thesis, related to the theme of the student's track or educational plan is required.

After completion of the two core courses, the student is eligible to transfer from the School of Continuing Studies to the school which actually confers the degree. For course numbers and descriptions of the core courses and special offerings, please consult the School of Continuing Studies section of the catalog and the current Schedule of Classes.

### **M.S.-M.D. AND PH.D.-M.D. PROGRAMS**

In order to enter either of these programs, a student must first be admitted to the Tulane School of Medicine and then must apply for admission to the appropriate school. For a full description of either program, see the School of Medicine catalog. In respect to the graduate component of these programs, the requirements

concerning continuous registration, status, student privileges, tenure, and special fees are the same as for any other master's degree or Ph.D. degree program, as are the requirements for minimum hours of coursework, research requirements, qualifying examinations, and thesis or dissertation.

The advantages of these combined degree programs lie, however, in the fact that up to 12 semester hours of credit for courses leading toward the M.D. may be transferred to meet the M.S. requirement and up to 24 semester hours of credit to meet the Ph.D. requirements. The programs of study are pursued concurrently as a single coherent program.

### **THESIS REQUIREMENTS**

The subject of the thesis for all master's degrees must be in the field of major study and must have the approval of the professor by whom the thesis is to be directed. The finished thesis must have the approval of a committee appointed by the university chair of the department. The director of the thesis will serve as chair of the thesis committee. At the request of the director, a member of some other department may be added to the committee. Consult the graduate adviser of the appropriate school or program for specific thesis requirements and submission deadlines.

### **DEGREE OF DOCTOR OF PHILOSOPHY**

Students undertaking work for the degree of Doctor of Philosophy should understand that this degree is awarded not for an accumulation of course credits only, but for superior attainment and accomplishment. Ordinarily the student is expected to finish the course requirements in two full years of graduate study and complete the dissertation by the fourth year. The student must demonstrate in independent study and research, as evidenced in the dissertation, the ability to carry out an original investigation in the chosen field. A minimum of one year full-time study in residence at Tulane University is required.

### **COURSE REQUIREMENTS**

The minimum course requirements are usually 48 semester hours; however, students should refer to the specific departmental requirements. Where necessary, a department will require additional hours of coursework.

Students ordinarily must complete the requirements for the Ph.D. degree within seven years from the date of matriculation. Only in

unusual cases, with the approval of the department chair and the dean, will credit be approved for courses taken more than six years before first registration for graduate work.

### **ADDITIONAL REQUIREMENTS**

For additional language, general examination, preliminary examination and qualifying examination requirements, please consult with the departmental graduate adviser or dean of the appropriate school or program.

### **PROSPECTUS AND DISSERTATION COMMITTEE**

A student should choose a dissertation topic or project in consultation with a qualified faculty member in the major department who will undertake to direct the dissertation. With a topic or project agreed on, the department chair appoints a committee of at least three members, with the director as chair, to serve as a prospectus committee. If the prospectus is approved by this committee and the dean, the prospectus committee will serve as the dissertation committee. Normally the student's prospectus-dissertation committee consists of members of the major department, but, with the approval of the dean, the department chair may appoint a member from another department or even a faculty member from another institution. The approval of the prospectus as described above also serves as approval of the committee.

The responsibilities of the dissertation committee are specified below under Dissertation and Final Examination.

### **PROSPECTUS**

Until a student's prospectus has been approved by the prospectus committee and the dean, dissertation work has no official status. Normally, a student will not submit a prospectus until the student has completed course requirements, satisfied the foreign language and research requirements, and passed the general examination. Upon the recommendation of the department, however, the student may submit a prospectus any time after completion of one year of full-time residence. The department recommendation for approval of the prospectus should include three copies of the prospectus itself. The prospectus should be approximately three doubled-spaced typewritten pages. The cover sheet should state the student's name, department, the title of the proposed dissertation, and the name of the chair and the other members of the committee.

The introduction of the prospectus should contain a summary of earlier work on the problem. The body should include an orderly description of the plan for the investigation. The conclusion should clearly state the anticipated nature of the investigation results. Major sources of information should be indicated and a selective bibliography attached.

### **ADMISSION TO CANDIDACY**

Admission to a Ph.D. program does not constitute official admission to candidacy for the Ph.D. To be admitted officially to candidacy for the Ph.D., a student must have completed course requirements, satisfied foreign language and research requirements, passed general examinations, and submitted a prospectus of the dissertation approved by the student's dissertation committee and the dean. The recommendation for admission to candidacy is made by the department and must bear the signatures of both the chair of the student's dissertation committee and the chair of the department. The recommendation for admission to candidacy is then submitted to the dean of the appropriate school or program. Consult the departmental graduate adviser for submission deadlines.

### **THE DISSERTATION**

The dissertation not only is an essential part of the candidate's degree work but is the appropriate culmination of the Ph.D. degree. The dissertation is the necessary demonstration that the candidate is worthy of taking a place among research scholars in the discipline. It must demonstrate not only mastery of the literature of the subject, but also the ability to carry on independent research that results in a genuine contribution to knowledge or an original interpretation of existing knowledge, and it must do so in a literate and lucid fashion. The dissertation committee shall pass on the acceptability of the dissertation before it is submitted in final form. Acceptability, however, is not final approval. The candidate must defend the dissertation successfully before the degree is awarded. For details, see Final Examination. Consult the dean of the appropriate school or program for regulations regarding formatting of the dissertation and submission deadlines.

## FINAL EXAMINATION

All candidates must take a final examination for the Ph.D. degree. Normally this examination consists primarily of an oral defense of the dissertation, but it may be extended to include course material or any other relevant material at the discretion of the examining committee.

This examination should be scheduled after the dissertation is in its final form and reviewed and approved by the committee but not later than the deadline for submission of the dissertation. The requirement for final examination will not be waived, unless the candidate and the department can establish a case of hardship in extremis subject to review and approval of the dean.

The final examination committee is appointed by the department chair and approved by the dean of the appropriate school; it must include the members of the dissertation committee but may include any other members of the graduate faculty, including members of other departments or other universities.

## Courses

Courses numbered from 600 to 699 are for graduates and advanced undergraduates. Courses numbered 700 and above are exclusively for graduates. Odd numbers are usually given to courses offered in the first semester, and even numbers to those offered in the second semester. Graduate credit is not given for courses numbered lower than 600. The credit for each course is indicated in semester hours by a numeral in parentheses. Schedules of classes are given in the official timetable available at registration.

## SPECIAL INTERDISCIPLINARY PROGRAMS

In addition to the regular disciplinary programs leading to the Ph.D. degree, the university recognizes that individual student needs may require interdisciplinary programs. Frequently, these can be arranged by a candidate's major department simply by incorporating courses or fields from other departments in the candidate's program. The university also recognizes that a special interdisciplinary Ph.D. program may occasionally become desirable to meet the educational and career needs of an individual student using university resources not reflected in any single department (e.g., it might occasionally be desirable to approve a program leading to the Ph.D. degree in biophysics even though

there is no regular degree program in biophysics or organized department in that field in the university).

The following provisions are made for the development, approval and supervision of special programs leading to the Ph.D. degree:

A Special Interdisciplinary Program is a formal ad hoc interdepartmental program leading toward the Ph.D. It will consist of work taken in two or more departments, one of which has a doctoral program. Although the specific requirements for each ad hoc program will differ, the formal requirements for the Ph.D. are one-year residence, a minimum of 48 semester hours of coursework (including up to 24 semester hours transfer credit) general examination, dissertation, and final examination.

For such a program to be feasible there must be at least one member of the graduate faculty who is a specialist in the interdisciplinary area of the student's interest and a sufficient number of faculty in at least two departments who are prepared to supervise work in it. To determine feasibility, an eligible student should consult with the appropriate faculty before making a formal application.

To be eligible for such a program, a student must have a bachelor's degree with a major in one of the departmental disciplines which will be a major constituent of the proposed program, or have completed at least one semester of full-time graduate work in such a discipline and be in good standing either at Tulane or at another graduate institution, or have a master's degree in such a discipline from another graduate institution.

Formal application to such a program depends upon the applicant's Tulane residence status:

1. A student not currently registered must apply for admission in the normal way, except that the student must specify the interdisciplinary nature of interest, the professor the student wishes to direct the dissertation, and at least two of the departments to be involved. If an ad hoc committee of the professor (who shall serve as adviser pro tem) and representatives of at least two of the departments involved recommend it, the dean will offer admission with the understanding that the graduate council will approve the program before the applicant begins work.
2. A student currently in residence need only petition a qualified member of the graduate faculty, citing the student's own

interests and qualifications. If the professor considers the student qualified for work in the area of interest, the professor shall become the major adviser pro tem and shall give formal notification to the student, the appropriate department chairs, and the dean. This notification will be circulated to all other university chairs by the dean.

Upon either admission or notification, the dean appoints a committee consisting of at least five members of the graduate faculty recommended to the dean by the major adviser in consultation with the student and the chairs of those departments concerned. Normally, the major adviser acts as chair of this committee. The special committee draws up a study plan indicating research facilities and setting forth requirements including fields, courses, and examinations; probable dissertation topic; and the proposed title of the degree (e.g., Comparative Literature, Engineering Economics, or History and Philosophy of Science). The chair of the special committee forwards the study plan and a statement of the student's qualifications to the dean and to the chairs of those departments concerned.

The dean then presents the proposal and any views of departments concerned to the graduate council for its consideration. At least 12 hours of coursework must be taken after the special interdisciplinary Ph.D. proposal is approved by the graduate council. Approval by the graduate council authorizes the student to follow the special interdepartmental program.

The special committee constitutes the student's dissertation committee and performs all the functions normally carried out by departmental faculty in a regular Ph.D. program. The special committee chair serves as the chief sponsor of the candidate's Ph.D. dissertation and performs functions normally carried out by a department chair (supervision of financial assistance in cooperation with the dean and the chairs of those departments concerned, coordination of faculty, supervision of the student's academic work, and recommendation for formal admission to candidacy for the Ph.D.).