

Description of Graduate Examinations

August 1, 2014

A. General Organization

1. All PhD Students are required to have a PhD Committee entered in GIMS by the end of their first year in the PhD program.
2. At the beginning of each semester, students are expected to notify the Graduate Coordinator by email of their intent to take specific examinations.
3. The Graduate Coordinator is responsible for providing students with department guidelines on the format, structure, timing, and grading of examinations.
4. The Graduate Coordinator is responsible for coordinating with the examiners the timing of the examinations and reviews every examination before administered.
5. Every written examination must be marked, graded and initialized by the examiners, and placed in the student's file.
6. Exams may receive the following grades: high pass, pass, or no pass.
7. PhD Students who have not passed both the Greek PhD and Latin PhD Comprehensive Reading Exams by the end of their second year in the PhD program are subject to dismissal from the program. In addition, a student who fails to pass an exam on the third attempt or fails four or more different examinations in one academic year is subject to dismissal from the program.
8. The Graduate Coordinator notifies students by email of the results of the Comprehensive Reading Examinations in Greek and Latin. For all other examinations, the individual examiner(s) notifies the students and the Graduate Coordinator by email.
9. The results of the student's examination are recorded on the exam checklist in the student's file. For the Comprehensive Reading Examinations in Greek and Latin, this is the responsibility of the Graduate Coordinator. For all other graduate examinations, the examiner(s) records the results on the student's checklist.
10. A student with questions about a grade on an exam should consult first the principal examiners and then the Graduate Coordinator.

B. MA and PHD Comprehensive Reading Examinations in Greek and Latin

1. Reading lists are available on line.
2. Format:
 - a. MA: 3 out of 4 passages (2 prose and 2 poetry), approximately 140-165 words per prose passage, and 15-20 lines per poetry passage. Each examination is 2 hours.
 - b. PhD: 4 out of 6 passages (of which students must translate 2 prose and 2 poetry passages), approximately 165-190 words per prose passage, and 20-25 lines per poetry passage. Each examination is 3 hours.

3. Grading Standards

- a. High Pass: Translation is an extraordinary work, which demonstrates an excellent mastery of vocabulary, morphology, and syntax. In addition to capturing the nuances of the semantics, the student recognizes and construes idioms, particles, and subordinate phrases accurately.
- b. Pass: Translation clearly demonstrates a sound understanding of vocabulary, morphology, and syntax. In addition to recognizing the possible varieties of semantics, the student also recognizes idioms, particles, and subordinate phrases and translates them correctly nearly all the time. The student must at all times maintain the sense of the passage, but the translation may contain some gaps in vocabulary which would evidently be remedied quickly by recourse to a lexicon.
- c. No Pass: The student demonstrates basic knowledge of vocabulary, morphology, and syntax, and construes complete sentences, but may not accurately convey all of the nuances present in the original Latin and Greek. There may be a significant number of grammatical, syntactical, and semantic errors. Examples of technical mistakes may be: verbs translated according to person and number, but not tense, mood, or voice; nouns translated according to case and number, but mis-modified; missed comparatives or superlatives; mistranslation of particles, especially in Greek.

4. Timing: August, January, April. A special exam in late February or early March for second-year MA students upon special request to the Graduate Coordinator.
5. Two examiners selected by the Graduate Coordinator set and grade the examination. If the examiners are not unanimous, the Graduate Coordinator serves as the third reader.
6. The Graduate Coordinator notifies the students of the results of the examination; places the graded, marked, and initialized examination in the student's file; and records the results of the examination on the student's checklist.

C. Comprehensive Examinations on the History of Classical Literature in its Historical Context (Greek and Roman)

1. Reading List: *The Cambridge History of Greek Literature* for the Greek exam. Either a) *The Cambridge History of Latin Literature* or b) G. Conte, *Latin Literature: A History* and S. Braund, *Latin Literature* for the Roman exam.
2. Students should prepare for the exams by studying the reading lists on their own and by taking Greek and Roman Tradition (GRW 6105 and LNW 6105), courses which are designed to cover some materials that students must master to pass the exams, but cannot and will not cover all materials that students are expected to know for the exams.
3. Format: The literature examination will generally consist of three parts with identification questions, short answer questions, and essays on origins, development, and/or reception of Classical literature. Length: Typically two hours per examination.
4. Timing: The Comprehensive Examinations on the History of Classical Literature in its Historical Context will normally be offered once per year, typically in January. Students must notify the Graduate Examiner of their intent to take the exam when they meet to discuss their semester schedules (i.e., November or March).
5. Two faculty members, selected by the Graduate Coordinator, set and grade the examination. If the examiners are not unanimous, the Graduate Coordinator serves as the third reader.
6. The examiners notify the students of the results of the examination; places the graded, marked, and initialized examination in the student's file; and records the results of the examination on the student's checklist.

D. Modern Language Examinations

1. Students select a faculty member to set and supervise the examination. The Graduate Coordinator is notified of the decision by the student and the supervising faculty member.

2. The supervising faculty member explains the format and grading of the examination to the student, arranges with the student an appropriate time for the examination, and notifies the Graduate Coordinator of the date and time of the examination.
3. Upon completion of the examination, the examiner notifies the student and Graduate Coordinator of the results; places the graded, marked, and initialized examination in the student's file; records the results of the examination on the student's checklist.
4. Format: One passage, approximately 500 words, dictionary permitted; translation of first half; summary of second half; two hours.

E. Special Author/Topic Examination

1. Students select a faculty member to supervise the Special Author/Topic Examination. The Graduate Coordinator is notified of the decision by the student and the supervising faculty member.
2. The supervising faculty member explains the format and grading of the examination to the student, arranges with the student an appropriate time for the examination, and notifies the Graduate Coordinator of the date and time of the examination.
3. The format of the Special Author/Topic Examination may either be a paper, typically between 15-25 pages, or a set examination, typically with a time limit of two hours and no study aids.
4. The supervising faculty member may choose to select a faculty member to serve as the second reader. If the supervising faculty member and the second reader are not unanimous, the Graduate Coordinator serves as the third reader.
5. Upon completion of the Special Author/Topic Examination, the examiner will notify the student and Graduate Coordinator of the results; place the graded, marked, and initialized examination in the student's file; record the results of the examination on the student's checklist.

F. Comprehensive Preliminary Oral Examination

Students who have completed all course work requirements, and passed all written exams must pass a preliminary oral comprehensive examination and successfully present a dissertation prospectus before being admitted to candidacy (graduate student level III) and enrolling in dissertation hours for work on the dissertation (GRW or LNW 7980). **PhD students are expected to attain candidacy before the end of the Spring Semester of their third year in the PhD program.** The Comprehensive Preliminary Oral Examination should be administered by the members of the committee that will serve as the candidate's final dissertation committee. The student first finds a major professor who is willing to serve in this preliminary role as exam coordinator, as well as subsequently the dissertation director. In consultation with the major professor, the student will prepare a dissertation-prospectus and select three additional committee members, one of whom must be from a discipline outside Classics. This process for setting up this committee is similar to the one employed in setting up a special author or topic except that the student must submit to the Graduate School the appropriate forms for establishing a dissertation committee. This committee will meet under the supervision of the major professor to conduct a comprehensive oral examination and review of the prospectus.

G. Final Examination/Defense of the Dissertation

The candidate is expected to successfully present and defend the completed dissertation in a forum open to the public in accordance with the rules and guidelines as specified by the Graduate School. The defense should be announced at least two weeks prior to its scheduled date.