

# Scholastic Residence Timeline

see Rules and Requirements (Rev. 2004) for details

## Year One

Begin taking language exams (French, German, or approved substitute); one must be high-passed before the start of Year Two.

Submit “blue form” (in-residence aid request) by the first day of winter quarter to be considered for the next year’s financial aid.

Year One Review in spring quarter; copy of the review goes to the student.

In spring quarter, submit Form 17, identifying the topic for the MA thesis approved by at least one of the two faculty readers, no later than Friday of Week 10. *This is a pre-requisite for registration in autumn quarter of Year Two.*

## Year Two

High-pass second language exam before the start of Year Three.

Submit “blue form” (in-residence aid request) by the first day of winter quarter to be considered for the next year’s financial aid.

Submit Application for Degree form no later than the first day of the quarter in which you plan to receive your MA degree. (Miss this deadline, and you will not graduate; **no exceptions!**)

Submit two copies of the completed MA thesis to the NELC office by the first day of spring quarter.

Year Two Review in spring quarter; notification to the student by Week Five in spring quarter.

## Year Three

Continue coursework; begin preparation for comprehensive exams; clear all incompletes and blanks.

Submit “blue form” (in-residence aid request) by the first day of winter quarter to be considered for the next year’s financial aid.

## Year Four

Take comprehensive exams before the end of Year Four (summer after Year Four is acceptable).

Submit Form 27, the written and approved list of examinations and examiners, to the NELC office by Week 10 of the quarter **preceding** that in which the exams will be taken.

EXCEPTION: Students taking exams in the summer must submit their form by Week 5 of spring quarter so exams can be written before faculty leave for the summer.

Occasionally, students who take exams early will be ready to propose their dissertation topic during this year rather than in Year Five.