

## Guidelines for the Ph.D. Candidate in Spanish (Specialization in Hispanic Literature)

### I. Admission to Candidacy

1. M.A. students in Spanish at the University of Wisconsin-Madison are admitted to doctoral studies in this Department on the recommendation of the M.A. examining committee.
2. A graduate student with the M.A. from another institution is admitted to the doctoral program by virtue of his/her acceptance in the Department. A minimum graduate GPA of 3.4 (on a 4.0 scale) is required.

### II. The Academic Adviser

1. The doctoral candidate arranges his/her program with an assigned graduate adviser, representing one of the areas of concentration, at the beginning of his/her studies in this department. The adviser represents a field in which the student has expressed primary interest. The candidate may, of course, seek advice and suggestions from individual professors, but it is important to maintain frequent and ongoing contact with the regular adviser. At the beginning of the second semester in residence the academic adviser and the candidate make a detailed review of the first semester's progress.
2. As soon as the doctoral candidate begins to define a dissertation area, he/she is encouraged to select the dissertation adviser/director. Once identified, the dissertation director becomes the academic adviser and will subsequently serve on the student's Preliminary Examination examining committee.

### III. Areas of Specialization

1. The Ph.D. Hispanic Literature program in the Department of Spanish and Portuguese at the University of Wisconsin-Madison offers five areas of study:
  - a. Medieval
  - b. Golden Age
  - c. Modern Peninsular
  - d. Spanish American I (Colonial to 1900)
  - e. Spanish American II (Twentieth Century)
  - f. Linguistics (may be used as **supporting field only**, provided written consent of graduate adviser is obtained)
2. In the doctoral program the student selects a major, two supporting fields and takes one survey or advanced course in each of the two remaining fields. All of the Department's graduate courses that are not survey courses (Spanish 501-506) will be considered

advanced courses. The major is the area of specialization; the student is expected to have a thorough knowledge of the currents, primary works and critical bibliography pertaining to it. The student is expected to know the most significant writers and works as well as the most important currents and developments in the two supporting fields; additionally, the student must have a good knowledge of critical bibliography. The program of studies leading toward the Ph.D. in this Department provides multiple opportunities for the development of analytical skills, and integrated with those skills an extensive knowledge of theoretical issues. The selection of the major and supporting fields is made by the beginning of the second semester of doctoral studies. Any subsequent change should be recorded promptly in the departmental office.

#### IV. Course Requirements

1. The minimum requirements are: twelve credits in the major, six in each supporting field and three in each of the two remaining fields. A maximum of three credits of independent study (899) in each of the areas of concentration may be used, with prior departmental approval, when corresponding courses are not offered in a timely fashion. Course credits earned in the M.A. program (with the exception of Spanish 545 and Spanish 323), and any transfer credits used to satisfy M.A. requirements, **do satisfy** the Ph.D. course requirements.

Note: Students, in consultation with their advisor, should ensure that they have a minimum of five advanced courses beyond the M.A., if completed at the University of Wisconsin-Madison, or six advanced course beyond the M.A. if completed at another institution. At least two of these courses must be in the major. One of these advanced courses may be taken outside the Department, with the adviser's consent. An advanced course is defined as 600-level, or above.

2. Three credits of graduate coursework is the minimal requirement in literary theory.

#### 3. Language Requirements

Knowledge of other languages is essential for doctoral research. Therefore, students are urged to fulfill the language requirements as early as possible in their doctoral studies. In any case, they must be fulfilled prior to the Preliminary Examination. Candidates in Spanish Literature must demonstrate **advanced proficiency** in a minimum of two languages that have relevance for his/her area of research interests and have been selected in consultation with the adviser. Advanced proficiency is defined as the equivalent of six college semesters with a grade of B or better. The most common languages are Portuguese, French, Italian, Latin, German, and Arabic, depending on the candidate's major and minor.

Arabic: 321-322 or its equivalent with a grade of B or better

- French: MUST get advanced proficiency on the UW Continuing Studies Language Reading Knowledge Exam  
 OR  
 6 college semesters of French with a grade of B or better  
 OR  
 Completion of French 391, “French for Reading Knowledge” with a grade of A
- German: MUST get advanced proficiency on the UW Continuing Studies Language Reading Knowledge Exam  
 OR  
 6 college semesters of German with a grade of B or better
- Hebrew: 103-104 or its equivalent with a grade of B or better
- Italian: MUST get advanced proficiency on the UW Continuing Studies Language Reading Knowledge Exam  
 OR  
 Attainment of a grade of A in either Italian 301 or Italian 201, with the understanding that Italian 201 does not count for graduate credit
- Latin: Latin 391-392 “Latin for Graduate Reading Knowledge”  
 OR  
 2 college semesters of Latin (v.gr., Latin 103 and 104 or the equivalent), with a grade of B or better
- Portuguese: A grade of B or better in Portuguese 301 and in either Portuguese 302 or one advanced course above P302  
  
 Courses taken to fulfill the language requirement cannot count toward the minor in Portuguese
- Quechua: A grade of B or better in Anthropology 364 (Advanced Quechua) will constitute advanced proficiency.

Students selecting to take the Language Reading Knowledge Exam for French, Italian, German, or Spanish must be tested through the Division of Continuing Studies. The exam is 1 hour long and currently costs \$60. The exam is taken at 21 N. Park Street. Students can register online at <https://continuingstudies.wisc.edu/classes/language-reading-exam/> or by phone (608-262-2451). The exam is given three times per year: in either April, May, and August, or in November and December. Please see the website for more information.

Exceptions to the above policies may be petitioned by the adviser to the Departmental Committee.

#### 4. **Teaching Requirement**

All candidates for the Ph.D. degree must teach courses in their language specialty within the Department (or teach courses outside approved by the Department) for a minimum of two semesters. Such teaching is for the purpose of professional training, and the candidate's performance will be monitored by course supervisors and the Departmental evaluation committee. The degree will not be conferred until this requirement has been satisfied. Please note the following requirements for teaching:

- a. Spanish 545 is a requirement for teaching in the department.
- b. Since teaching is a requirement for the Ph.D., so then is Spanish 545 by virtue of item a.
- c. If a graduate student is appointed exceptionally for a semester or session when 545 is not being offered, the student will take the course the next time it is offered.

#### 5. **Residency Requirement**

Prior to taking the Preliminary Examination, the candidate must have taken a minimum of two semesters of six credits each in the department. This does not include Independent Study.

#### 6. **Ph.D. Minor**

The doctoral candidate must present a minor in work done outside of Spanish. The minor should be in an area related to the major field of interest. Portuguese, French, Comparative Literature and Latin American, Caribbean and Iberian Studies are among the most common minors. Distributed minors (for a minimum of 9 credits) must be approved by the advisor. Requirements for the minor are established by the respective department. Since the minor should complement the student's major area of concentration, the student should arrange his/her program with the minor department as early as possible in the doctoral career. For a minor in Portuguese, the student should have a minimum of nine credits beyond Portuguese 301/302. Also, courses taken to fulfill the language requirement cannot count toward the minor in Portuguese.

#### 7. **Transfer Credits**

After one semester in residence here, incoming PhD graduate students from other universities may petition the Graduate Studies Committee to transfer graduate credits taken at their previous university to satisfy requirements here. In the Spanish PhD, a maximum of three courses (9 credits) may be transferred from their previous program toward their degree requirements, except in the major field, and no more than three credits may be granted in one but not both of the students' supporting fields. Transfer credits could be allocated to other requirements in literary theory, languages, advanced

courses, or distributed minors. Each petition must be approved by the advisor, validated by a faculty member specializing in that field, and assessed by the Graduate Studies Committee with regard to its level and appropriateness. Only in rare circumstances will exceptions be considered.

#### V. Satisfactory Progress

1. Students must maintain a 3.0 average each semester; if not, they are placed on probation and are ineligible to take the Preliminary Examination. A student on probation for over two semesters may be dropped from the doctoral program.
2. Incompletes may be granted only in emergency situations and then only with prior approval of the Chair of the Department. Any incomplete not removed within one semester after being incurred is automatically a failure.
3. All graduate students who are candidates for a Ph.D. degree in literature in this department must take a minimum of two graduate-level courses in Spanish and/or Portuguese for credit each semester, exclusive of Independent Reading courses, with the following exceptions:
  - a. in the semester before taking the Preliminary Examination, a doctoral student may count an Independent Reading (899) designed to work toward the dissertation proposal as one of the two courses, as long as another course is taken in the department. This exception may only apply once, even in the case that the Preliminary Examination is postponed.
  - b. students may count as exceptions up to three courses taken toward their Ph.D. minor. Every time that students request this exemption they must fill out the appropriate form for this purpose ("Exception to the Two-Course Rule for Minor Courses") to be signed by the advisor and given back to the Graduate Coordinator.

An audited course does not count toward the two-course minimum requirement.

If the two-course rule impedes the student's progress toward completion of the degree, students may petition an exception, with the written support of their advisor. This regulation does not apply to students who have passed the Ph.D. Preliminary Examination.

#### VI. Preliminary Examination

**Examination times:** The Preliminary Examination must be taken after course requirements IV. (1) - (7) have been met. The examination is given in January and August each year.

**Examination committee:** The examination committee will consist of three faculty members. The advisor's candidate will serve as Chair of the committee and will coordinate with the other two examiners and the candidate to create the reading lists and/or the set of thematic, theoretical or methodological questions to be addressed.

**Structure of the examination:** The prelim has two parts: a written part and an oral part.

1. **Written Part:** The written part of the exam has two components: A. A series of take-home exams and B. A 5- to 10-page dissertation prospectus plus bibliography.
  - A. **Take-Home Exams:** The candidate is required to answer two of four questions. Duration of the take-home: The candidate will have one week for each take-home exam question. Each question should produce an answer no longer than 3000 words typed in a standard font, double-spaced, and it must include a bibliography that follows the MLA (Literature) or APA (Linguistics) style sheet.
  - B. **Dissertation Prospectus:** In the semester before taking the Preliminary Examination, a doctoral candidate must take an Independent Reading course (899) designed to work toward the dissertation proposal. A 5- to 10-page dissertation prospectus plus bibliography will be submitted to the examination committee members at least one week prior to the oral examination. This prospectus will represent the candidate's work during the Independent reading as well as serve as a document indicating the candidate's tentative dissertation focus.
2. **Oral Part:** An oral examination defense follows the written portions of the Preliminary Examination. The oral exam defense is, approximately, two hours long, at the discretion of the examining committee. It should cover both the take-home examinations and the dissertation prospectus. In the oral defense, the candidate will clarify, explain or complement the answers provided in their take-home written exams and dissertation prospectus. If the candidate provided satisfactory answers to the take-home exams, the oral part can be directed mainly towards the defense of the dissertation prospectus. This will be an opportunity for the candidate to share and receive feedback from the committee as well as a way to narrow down the possible dissertation topics.

**Evaluation:** The candidate will receive a grade of pass or fail in the preliminary examination. In the case of failing the exam, it could be retaken once within a month (after consultation with the adviser). Should the dissertation prospectus be approved, the candidate will have a maximum of three months to officially defend a dissertation proposal.

## VII. The Doctoral Dissertation

1. The student is encouraged to begin planning the dissertation as early as possible in his/her doctoral studies. Such planning should encompass possible topics and potential directors. The candidate must have narrowed down his/her topic and determined who will serve as the dissertation director by the time of the Ph.D. Preliminary Examination, since the dissertation director must be one of the examiners in the major field. The determination of the dissertation director is accomplished through mutual agreement between professor and candidate. However, when in the opinion of the candidate such relationship ceases to function acceptably, the candidate MUST enlist the involvement of the Director of Graduate Studies in arranging for a change in dissertation director.
2. The defense of the dissertation proposal is to take place within eight months of the successful completion of the Preliminary Examination. Students who are unable to defend their proposal within this time must petition the Graduate Studies Committee for an extension in order to remain in good academic standing. The dissertation topic must be approved not only by the director but also by the other two members of the student's reading committee (selected jointly by the director and the candidate). They will have repeated opportunities for direct advice and consultation with the candidate and the director during the writing of the dissertation. Their written approval of the dissertation is required prior to the final defense.
3. The Department of Spanish and Portuguese enforces the Graduate School policy that establishes a five-year deadline for completion and defense of the doctoral dissertation. If the candidate does not complete the dissertation within five years of the Preliminary Examination, the candidate must retake this examination.
4. The final oral examination for the Ph.D. (the dissertation defense) will concentrate solely on the dissertation and generally does not exceed two hours in length. The examining committee is composed of a minimum of four members, at least one of whom must be from outside the student's program in Spanish, and at least three of whom, including the dissertation director, should be designated as readers. This examination is held at least two weeks after the dissertation is submitted (The topic of the dissertation must, of course, pertain to the major field. If after the Preliminary Examination the student decides to write on a topic unrelated to the area of major concentration, he/she will be expected to pass a major examination in that field.).

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