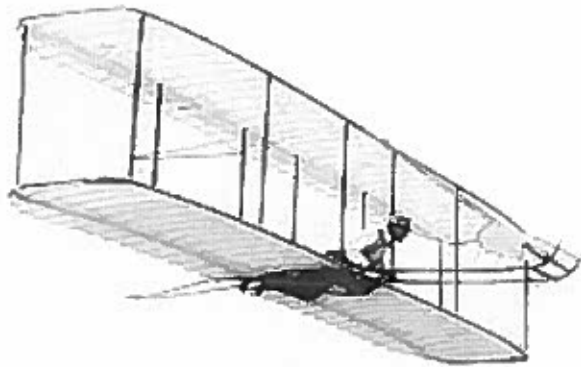


**Handbook for Graduate Students and Faculty
2016-2017**



**Wright State University
Department of History
370 Millett Hall
3640 Colonel Glenn Hwy
Dayton, OH 45435-0001
937-775 3110
<http://liberal-arts.wright.edu/history>**

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Introduction

The purpose of the Master of Arts program in History is to provide broad but intensive training for students who intend to pursue careers as professional historians, whether in teaching, research, or archival or historical preservation fields. The program offers opportunities for specialized study and research, but without neglecting the breadth that characterizes historical work at its best. In recognition of the fact that students' interests and goals are varied, the program provides a variety of paths, all of which lead to a Master of Arts degree in History.

The Master's Degree Programs

Concentrations

Those pursuing the Master of Arts degree may choose one of four concentrations:

- Public History
- War & Society
- War & Society/Public History
- United States History

Students may elect not to choose a concentration. This choice opens up the widest range of courses for the student.

Public Historians apply their skills and knowledge outside of academic or classroom settings. The **Public History Concentration** is designed for graduate students who are primarily interested in careers in archival administration and/or museum management. It provides students with both theoretical and practical training in these areas.

The Public History Concentration at Wright State University integrates a traditional history curriculum with courses taught by professionals in archives, museum studies, and historic preservation; an internship; and a capstone project leading to a Master of Arts degree in history with a concentration in public history.

The **Public History/War and Society** concentration allows students in the Public History concentration to pursue an additional specialty in the history of warfare and the impact that war has had on culture and society. Students choosing this concentration will follow the Public History curriculum, but their seminar course work will focus on War and Society. This concentration will be of interest to students who intend to pursue a career in a military museum, military historical site, or military-related archives.

Both the **Public History** and **Public History/War and Society** concentrations culminate with the student creating a capstone project.

The **War and Society Concentration** includes courses in the history of war and its impact on society and culture from the Middle Ages through the 20th century. A concentration in War and Society can be earned through the Thesis Track or the Course Intensive Track. Courses designated for War and Society can also be taken by those students not seeking a War and Society Concentration.

The **United States History Concentration** allows the student to study US history in depth from the colonial period to the present. The American History Concentration can be earned through the Thesis Track or Course Intensive Track.

Tracks

Within the War and Society Concentration, the American History Concentration, and the general MA program there are two tracks:

The **Thesis Track** is intended primarily for those students who expect to continue graduate work or who need or desire the full range of professional experience, including intensive primary source research and extended analytical writing. It assures training in research techniques and the preparation of scholarly papers, culminating in the submission of a thesis.

The **Course Intensive Track** is intended primarily, but not exclusively, for students not expecting to pursue doctoral studies. In the Course Intensive Track a student takes two additional courses in lieu of a thesis and produces a capstone essay on a topic linked to one of his or her seminars.

Admission

Qualifications for Admission:

The candidate for admission must meet the requirements of the Graduate School, hold a bachelor's degree in history from an accredited institution, and have a minimum 3.0 cumulative grade point average, as verified by official transcripts.

In special cases, a candidate with a cumulative grade point average below 3.0 may be admitted conditionally. Conditional status may be granted upon a favorable committee recommendation based on the candidate's application and an interview with the director of the graduate program. An applicant without adequate work in history may enter the program but may be required to complete additional work as prescribed by the Graduate Studies Committee.

Application Procedures and Deadlines:

New graduate students will be admitted in the Fall Semester of each year. Applications must be made online to the Wright State University Graduate School: www.wright.edu/gradschool/prospect.html

Those applicants who are seeking financial aid should submit their applications by March 1

In addition to fulfilling the Graduate School requirements, each candidate shall include a statement of goals, three letters of recommendation, and a writing sample. These will also be uploaded electronically to the Graduate School.

The one-page statement of goals should explain what draws the candidate to graduate school and discuss his or her long-term career aspirations. It should indicate the track the student wishes to pursue.

The writing sample should be on a historical topic and include complete citations (usually the writing sample comes from an advanced undergraduate history course). It should be between 7

and 20 pages long.

Letters of recommendation should be solicited from those who can discuss in detail the student's academic abilities.

Please note that the Department of History does not require the Graduate Record Exam, or GRE.

A graduate student in any college of the university may take up to three 6000-level graduate history courses without prior approval of the Department of History. Such a student should apply through the Graduate School for non-degree status.

Financial Aid

Graduate Tuition Scholarships

Every fall, qualifying students will be awarded Graduate Tuition Scholarships. These are granted in dollar amounts according to available funds. The value of these scholarships will cover a portion, but not all, of the tuition and fees for full-time graduate students.

Graduate Assistantships

Graduate Assistantships are awarded to students entering their second year of the program. 2016-2017: Graduate Assistants receive Tuition Remission plus an \$8500 stipend paid in eight monthly payments of \$1062.50.

Students who receive Graduate Assistantships (GAs) are required to register for a minimum of six semester hours of graduate level courses each term and to complete 20 hours of work per week for the department. Please note that course numbered lower than the 6000 level will not count toward the total credit hour requirement. A GA's primary work assignment consists primarily of teaching assistance for one or more assigned faculty members. GAs must keep two hours of office hours per week. At times during the semester, when the need arises, GAs will be asked by the office to assist other faculty members,

show films, help proctor exams, or administer student evaluations. GAs should check their Wright State e-mail daily to learn if such a request has been made.

During the time of the GA award, students are required to continue to make satisfactory progress toward the degree, including maintaining a minimum GPA of 3.0. Failure to complete required GA duties or maintain adequate progress in the program may result in the revocation of the graduate assistantship, even mid-year.

If you are a continuing student preparing to enter a second year of full-time study, and wish to be considered for a Graduate Assistantship, submit the Graduate Assistantship Application Form, available in the appendix at the end of this handbook or in the History Department office, to the department by March 1.

Wright State-WPAFB Scholarship Program

Individual students who are employed either as civilian workers or active-duty military personnel at Wright-Patterson Air Force Base (WPAFB), and their spouses and dependents, who wish to pursue graduate degrees at Wright State University are eligible to apply to the Wright State WPAFB Scholarship program. This scholarship provides up to \$7,500 of tuition scholarship per year (\$2,500 per semester) for qualified personnel and their family members who are pursuing masters or doctoral degrees at Wright State.

To apply for the Scholarship, students must take the following steps:

1. Apply for, and be accepted into, a graduate degree program at Wright State University.
2. Fill out the online Wright State WPAFB Scholarship Application Form.
3. Provide verification of employment status (either their own, or

spouse/parent's status) at WPAFB. Verification documents can be sent to the following address:

Graduate School

Wright State University

3640 Colonel Glenn Highway

Dayton, Ohio 45435

Attn: WS WPAFB Scholarship Program

You can learn more at:

<https://www.wright.edu/graduate-school/admissions/wpafb-scholarship>

Federal Student Aid (Satisfactory Academic Progress Policy)

The WSU office of Financial Aid disburses federal student aid, which is subject to standards of Satisfactory Academic Progress (SAP). Students are required to demonstrate adequate progress toward the degree by meeting the so-called "67%" rule, earning 67% of their total attempted credit hours toward the degree. Temporary and Incomplete grades count against this progress, so students should carefully manage the total number of registered credit hours that they complete. Timely progress is also calculated in order to determine whether or not students are earning their degree within federal standards of the maximum timeframe required to earn the degree. For more information on the SAP guidelines and policies related to federal student financial, please see:

<http://www.wright.edu/raider-connect/loans-scholarships-and-grants/academic-progress>.

Courses requiring permission.

Graduate classes numbered 7000 or above require departmental permission prior to registration. Permission can be acquired by contacting the graduate director. It may take 24-48 hours for the permission to be entered into the system. Once permission has been arranged, the student will receive confirmation from the department secretary.

Enrollment in 7000-level courses is capped at 15 students. Spaces in these classes can be held by contacting the department secretary, who keeps a list for this purpose.

Who is My Advisor?

Awad Halabi is the History Department Director of Graduate Studies. In this position he is the advisor for students both in the thesis track and the course intensive track pursuing the United States History Concentration, the War and Society Concentration and general students.

He can be reached at:

364 Millett Hall
937-775-2817
awad.halabi@wright.edu

Drew Swanson is the Director of Public History. He is the advisor for those in the Public History and the Public History/War and Society concentrations. He can be reached at:

362 Millett Hall
937-775-5282
drew.swanson@wright.edu

Developing a Plan of Study

Thesis and Course-Intensive Tracks with a concentration in United States History or with no concentration

For the purposes of planning advanced courses and seminars, each student should consult the graduate director regularly. In consultation with the History Department Director of Graduate Studies, each student should prepare and update a program of study form as he or she progresses in the program. This form, signed and completed, must be sent to the Graduate School at the time the student applies for graduation. (See appendix for forms)

All students in the History Graduate Program will be required to take HST 7000: Graduate Methods during their first year.

Thesis track

A student in the thesis track will take HST 7000, 12 hours of 7000-level seminars, and 12 additional hours of 6000- or 7000-level classes, for a total of 27 credit hours. A student must have a prospectus approved by a committee before he or she can register for the additional 3-6 thesis credits. Should the thesis writing process exceed 6 hours a student may register for one credit of continuing registration. Please note that a student must be registered for at least one credit for the semester in which he or she expects to graduate. Once the student begins taking thesis credit hours, a grade will be given for each semester of thesis credit as determined by the thesis committee director.

Course-Intensive Track

A student in the course intensive track will take HST 7000, 12 hours of 7000-level seminars, and an additional 18 hours of 6000- or 7000-level classes, for a total of 33 credit hours. As the student nears the end of the program, he or she will produce a final paper. The paper will be 30-40

pages long and can be an expansion of an earlier seminar paper. This paper differs from a thesis in that it does not involve extensive primary source and archival research, and the student works with a single adviser rather than a committee. The paper is usually historiographic in nature.

War and Society Concentration

Students in War and Society Concentration can follow either the Thesis track or the Course-Intensive Track except that all of their classes will come from the War and Society offerings.

Thesis Track for War and Society:

HST 7000 (Historical Methods): 3 hours

7000-level courses in War and Society topics, as determined by the Director of Graduate Studies and/or the War and Society coordinator (12 hours)

6000- or 7000-level courses in War and Society topics, as determined by the Director of Graduate Studies and/or the War and Society coordinator (12 hours)

Thesis (3-6 hours)

Course Intensive Track for War and Society:

HST7000 (Historical Methods): 3 hours

7000-level courses in War and Society topics, as determined by the Director of Graduate Studies and/or the War and Society coordinator (12 hours).

6000- or 7000-level courses in War and Society topics, as determined by the Director of Graduate Studies and/or the War and Society coordinator (18 hours).

Expanded paper from a 7000 level class or on a topic of interest.

Developing a Plan of Study - Public History

Required Academic Core (12 Credits)

HST 7000 Historical Methods (3 hours)

Two seminars: one can be non-US history (can also choose from Material Culture, Decorative Arts, Readings in Oral History), (6 hours)

One additional upper level history course (3 hours)

Required Public History Core (11 Credits)

HST 7500 Introduction to Public History (3 hours)

HST 7600 Introduction to Archives and Manuscripts (3 hours)

HST 7650 Introduction to Museum Administration and Collections (3 hours)

HST 7810 Public History Internship (1 hour)

HST 7900 Capstone Project (1 hour)

Advanced Public History (6 Credits from the following classes)

HST 7800 Advanced Archives (3 hours)

HST 7815 Records and Information Management (3 hours)

HST 7850 Archival Preservation (3 hours)

HST 7750 Museum Interpretation and Exhibits (3 hours)

HST 7700 Research in Local History (3 hours)

HST 7880 Artifact Preservation (3 hours)

Electives (9 Credits from the following classes)

HST 6850 Living History (3 hours)

HST 6870 Veteran's Voices (3 hours)

HST 7825 Exhibit Design Technology (3 hours)

HST 7830 Special Topics in Public History (topics vary), (3 hours)

HST 7820 Practica: 1 to 2 credits

Historic Site Interpretation (2 hours)

Public History Professional (1 hour)

Documenting the Built Environment (1 hour)

Public History Field Study (1 hour)

Students may take additional advanced public history courses as electives. Students may take electives in other departments with the permission of the Director of Public History. The following are recommended:

URS (Urban Studies) 6300 Non-profit Administration (3 hours)

URS (Urban Studies) 6340 Fundraising and Grant Writing (3 hours)

Please note: Program of Study forms for each of the above programs can be found in the appendix of this handbook.

Courses from Other Departments

At times courses from other departments may be taken if they are closely related to the student's field of study and with the permission of the Director of Graduate Studies and the Graduate Studies Committee in the Department of History.

Guidelines for Thesis Students and Faculty

Defining the Thesis

A student working on a thesis must recruit a committee consisting of the thesis director (who serves as chair of the thesis committee) and at least two other members. The professors who sit on the committee should be working in fields related to the student's thesis topic. It is permitted to have one member of the committee from outside the History Department if the particular thesis would benefit from such expertise.

The Thesis Proposal or Prospectus

During the first two years of a student's program he or she will take a combination of 7000-level seminars (at least four) and 6000-level classes. During this process it is important to consider the content of the proposed thesis project and to get to know professors in the

department who work in that area. During this process the student should contact three people to serve on his or her thesis committee, discuss with them the nature of the project, and find out if they are willing to serve on the committee. The student should have already taken courses with these professors so that they are familiar with the student's work. One of these people will act as the thesis director.

A student will need to have the tools to do primary source research on the thesis topic. If a foreign language is required, then the student must have reading proficiency in that language. If the student does not, taking classes in that language should be considered. It is possible to take 3000-level language classes as 5000-graduate level classes for graduate credit. Language classes do not count for the history degree, but will enhance a resumé and make sophisticated research possible.

Before a student may sign up for thesis credit hours, the course work must be near completion and a committee must formally approve a thesis proposal. By the final semester of coursework, the student should have a committee together and the prospectus should be well underway.

Writing a proposal is a basic part of the historian's profession. We do it for grant money, for prospective publishers, and for each other. A good proposal will include:

1. A brief introduction to the topic with a statement of the working hypothesis.
2. A literature review, i.e., a review of the work of other scholars who have written on similar topics, with an explanation of how this thesis will contribute to, or challenge, existing work.
3. A discussion of the primary sources to be used, where they are located, and how they will contribute to the thesis.
4. A discussion of the methodology to be used.
5. Working bibliography.

Once the thesis director believes that the proposal has merit, the student will meet with the other committee members to discuss the

project. This should take place towards the end of the student's last semester of coursework and before thesis credit is to be earned. When the proposal is approved, the student may sign up for thesis credits.

Make sure your committee has time to read your work. The thesis proposal should be made available at least two weeks before the committee meets. The committee date should be set at least one week before the meeting.

When the proposal is approved, the student can register for 3-6 hours of thesis credit. Until the thesis is finished, a grade of M will appear on the transcript for these credits.

The Thesis Defense

A finished thesis is usually 70-120 pages long. The introduction should include a statement of the problem, a review of the literature, and a discussion of the sources. The rest of the thesis involves the narrative or analytical discussion of the topic, with a conclusion to wrap the ideas up. All Master's theses will be written in accordance with *Chicago Manual of Style* guidelines.

According to the instructions of the thesis advisor, the student will submit portions of work in progress to the advisor and/or committee members for review and comment.

When the thesis writing is in its final stage, the student will arrange a thesis defense with the committee. The defense is open to the public. The time and place of the defense will be announced to the History Department and the university community. The student may also invite friends and colleagues to the defense. During the defense the student will give a brief summary of key conclusions, after which members of the committee will ask questions about the topic. At the end the chair will entertain questions from the audience. The defense should take about an hour.

Students must be registered for at least one graduate credit hour during the semester in which they defend the thesis.

Timetable for the Thesis Defense

The completed thesis will be made available to the committee no later than the ninth week of the semester of graduation. The defense should be held no later than the 13th week of the semester of graduation, although the department recommends that it be held earlier if possible. Again, the date for the defense should be set one week before the meeting.

After the defense the student has 30 days to make any recommended final changes. The Graduate School no longer accepts hard copies of the thesis. The signed approval page must be submitted to the Graduate School along with the Program of Study Sheet. Wright State University archives all Master's theses electronically via Ohio LINK (Ohio Library and Information Network). After the final post-defense revisions are complete, students need to submit the thesis in pdf format along with an **unsigned** copy of the thesis approval page to:

<https://etdadmin.ohiolink.edu>

Before making the final submission, an electronic form of the thesis can be forwarded to Lisa Lewandowski in the Graduate School Office for a format check. An electronic copy of the thesis should be given to the History Department. All M grades accumulated during the process of writing the thesis must be changed to letter grades.

It is the student's responsibility to remain aware of deadlines and requirements from the Graduate School, and to acquire all of the necessary signatures for the final documents. The Graduate School requires that students register for at least one credit hour of graduate credit in the semester that they plan to graduate. Students should prepare the final approved copy of the thesis in close consultation with the Thesis and Dissertation Handbook available at:

<http://www.wrightledu/gradschool/thesis/index.html>

For the final copy, students should prepare all necessary documentation to support the text in the thesis, including an abstract, lists of acronyms, non-English terms, lists of tables, figures, graphs, or illustrations, etc. It is also customary for students to prepare an acknowledgements section

for the final version of the thesis as well. Students who have received a scholarship, awards, or grants to assist the research should acknowledge this aid in this section.

Grade Expectations

A student receiving a final course grade of C more than once will be placed on academic probation and will be required to appear before the History Department graduate studies committee to justify his or her continued participation in the program. Upon review of the student's progress, the graduate studies committee may dismiss the student from the program.

Incomplete Grades

At times, situations may arise that cause a student to require time beyond the semester to complete required coursework for a particular class. In these cases, students should approach the instructor to request a grade of Incomplete. If the faculty member is in agreement, the student and the instructor will sign a contract for an Incomplete, stating the agreed deadline to complete the required work. Students should approach the faculty member no later than two weeks prior to the end of the course to request consideration, unless there is an emergency situation that warrants otherwise. Faculty allow incompletes on a case-by-case basis. The decision to granting an incomplete is solely at the discretion of the faculty member. If the work is not completed by the time period stipulated, the I becomes an F. Before the student applies for graduation, all incomplete grades must be cleared from the academic record.

Graduation Policies and Procedures

To apply for graduation, the student must submit the application form to the Graduate School, along with the \$35.00 graduation fee. At this time the student must have a completed Program of Study form signed by the student and Program Director on file with the Graduate School by

the end of graduating semester as part of the approval process. Graduation application forms can be found at:

www.wright.edu/graduate-school/academics/graduation

In order for the Department to approve a graduation application, we will seek the approval of the student's thesis or project director. Before the program approves a graduation application, all holds on student records must be removed, all temporary grades (including Incompletes) must be rectified, and the Program of Study form must be completed, signed and be on file with the Graduate School.

Students defending thesis or otherwise finishing up final requirements have 30 days from the end of the term to finish all requirements and still have their degree posted for that term.

Wright State University has two commencement ceremonies (December and May). Students who complete the degree requirements in Summer and Fall may participate in the December ceremony; those completing in Spring may participate in the May commencement. Applications should be submitted according to the following schedule set by the Graduate School – applications may be submitted in advance of the date indicated for the anticipated completion date. (The deadline for filing each term will be the last business day of the second week of the semester.)

There is now a penalty for applying to graduate too early. Student who apply to graduate in a given term but fail to complete their requirements by the end of the 30 day window will have to re-apply for a future term and pay the application fee.

Anticipated Graduation Date	Filing Deadline
December 2016	September 09, 2016
May 2017	January 20, 2017
July 2017	March, 19, 2017

Thesis Completion Dates

A thesis track student has 30 days from the date of graduation to submit a final copy of the thesis to Ohio link and a signed approval page to the graduate school. The dates are as follows:

Fall 2016 graduation - January 17, 2017

Spring 2017 graduation- May 29, 2017

Summer 2017 graduation- August 28, 2017

History Department Faculty

Christopher Beck: Medieval Europe, Mediterranean world.

Susan Carrafiello: Modern Europe, Italy and France.

Nancy Garner: United States, women's history, The American West, public history.

Arvind Elangovan: South Asia, Modern India, social theory.

Awad Halabi: Modern Middle East, European colonialism in the Middle East.

Carol Engelhardt Herringer: Modern Europe, Great Britain, gender, religion.

Paul Lockhart: Military history, Early Modern Europe.

Noeleen McIlvenna: Colonial America, Early United States.

Kathryn Meyer: East Asia, China, Japan, organized crime.

Christopher Oldstone-Moore: Modern Europe, British Empire, gender.

Sean Pollock: Imperial Russia, Soviet Union, Modern Europe.

John Sherman: Latin America, Mexico.

Drew Swanson: American history, environmental history, American South, public history.

Roy Vice: Early Modern Europe, Reformation, Germany.

Jonathan Reed Winkler: United States, foreign policy, military history.

Adjunct Faculty

Dawne Dewey: Head of Special Collections and Archives, WSU

Will Haas: Exhibit Specialist, National Museum of the US Air Force

Lynn Hanson: Vice President, Collections & Research, Dayton Society of Natural History

Glenn Harper: Regional Director for Ohio Preservation, Ohio Historical Society

Jill Krieg-Accrocco: Associate Curator of Anthropology, Dayton Society of Natural History

John Al Luchin, Jr.: Registrar, National Museum of the US Air Force

John Luchin III: Chief, Exhibits Division, National Museum of the US Air Force

Jennifer Myers: Curator of Conservation, Objects, National Museum of the US Air Force

Mary Oliver: Director of Collections, Dayton History

Lisa Rickey: Archivist for Digital Initiatives & Outreach, WSU

Toni Vanden Bos: Archivist, Special Collections and Archives

Chris Wydman: University Records Manager, WSU

School of Graduate Studies Program of Study

Student's Name/Last, First, Middle

UID

Entrance Exam/Name, Score

Projected Completion Date

LIBERAL ARTS
College

HISTORY-COURSE INTENSIVE
Department or Program

HISTORY

2 _____ 33
Major
Major Number

Degree Sought: (check one) M.A. M.B.A. M.S. M.A.T. M.Ed.
 M.S.T. M.Mus. Thesis Required Yes No
 Foreign Language Requirement (specify) _____

PLANNED GRADUATE PROGRAM – WAR AND SOCIETY

Dept	Course Number	Credits	Course Title	Req.	Elec	Trans.	Grade
HST	7000	3	Historical Methods				
			7000 level courses - Seminars				
1.							
2.							
3.							
4.							
			6000 or 7000 level courses				
1							
2							
3							
4							
5							
6							
		0	Research Paper				
TOTAL				33			

Student

Major Advisor

Department Chair or Program Director

Date

School of Graduate Studies Program of Study

Department of History War and Society Concentration

Student's Name/Last, First, Middle

LIBERAL ARTS

College

UID

HISTORY-THESIS

Department or Program

Entrance Exam/Name, Score

HISTORY

332

Major

Major Number

Projected Completion Date

Degree Sought: (check one) M.A. M.B.A. M.S. M.A.T. M.Ed. M.S.T. M.Mus.

Thesis Required: Yes No

PLANNED GRADUATE PROGRAM

Dept. Name	Course Number	Qtr. Hrs. of Credit	Course Title	Req.	Elec.	Trans.	Grade	Qtr./Yr.
HST	7000	3	Historical Methods					
			Seminars					
1.								
2.								
3.								
4.								
			Additional Seminars or 6000-level Courses					
1.								
2.								
3.								
4.								
			3-6 Thesis Credits					
TOTAL				30				

Student

Committee Member

Major Advisor

Committee Member

Committee Member

Committee Member

Program Director or Department Chair

Date

Committee Member

School of Graduate Studies Program of Study

Student's Name/Last, First, Middle

UID

Entrance Exam/Name, Score

Projected Completion Date

LIBERAL ARTS
College

HISTORY-COURSE INTENSIVE
Department or Program

HISTORY 33

2
Major
Major Number

Degree Sought: (check one) M.A. M.B.A. M.S. M.A.T. M.Ed.
 M.S.T. M.Mus. Thesis Required Yes No
 Foreign Language Requirement (specify) _____

PLANNED GRADUATE PROGRAM – WAR AND SOCIETY

Dept	Course Number	Credits	Course Title	Req.	Elec	Trans.	Grade
HST	7000	3	Historical Methods				
			7000 level courses - Seminars				
1.							
2.							
3.							
4.							
			6000 or 7000 level courses				
1							
2							
3							
4							
5							
6							
		0	Research Paper				
TOTAL				33			

Student

Major Advisor

Department Chair or Program Director

Date



WRIGHT STATE
UNIVERSITY
School of Graduate Studies
Program of Study

Student's Name/Last, First, Middle _____

LIBERAL ARTS
College _____

UID _____

PUBLIC HISTORY
Department or Program _____

Entrance Exam/Name, Score _____

HISTORY 332
Major Major Number

Projected Completion Date _____

Degree Sought: (check one) M.A. M.B.A. M.S. M.A.T. M.Ed. M.S.T. M.Mus.
Thesis Required Yes No
Foreign Language Requirement (specify) _____

PLANNED GRADUATE PROGRAM

Dept. Name	Course Number	Qtr. Hrs. of Credit	Course Title	Req.	Elec.	Trans.	Grade	Qtr/Yr.
HST	687/725	4	INTRODUCTION TO PUBLIC HISTORY					
HST	700	4	HISTORICAL METHODS					
HST	710	4	INTRODUCTION TO ARCHIVES					
HST	712	4	MUSEUM ADMINISTRATION					
HST	715	5	HISTORICAL MANAGEMENT INTERNSHIP					
HST	720	1	PROJECT					
			3 Seminars (701,702,709-other with director's approval)					
1.								
2.								
3.								
			2 Additional Seminars or 600 level Am. History courses					
1.								
2.								
			8 Hours Advanced Public History courses (713,714,730,740,685 - Material Life)					
			6-8 Hours Electives (with approval of Director)					
TOTAL								

Student _____

Committee Member _____

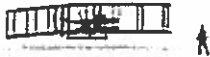
Major Advisor _____

Committee Member _____

Program Director or Department Chair _____

Date _____

Committee Member _____



WRIGHT STATE
UNIVERSITY

School of Graduate Studies

Program of Study (Certificate in Archives and Records Management)

Student's Name/Last, First, Middle

UID

Entrance Exam/Name, Score

Projected Completion Date

Degree Sought: (check one) M.A. M.B.A. M.S. M.A.T. M.Ed. M.S.T. M.Mus.
 Thesis Required Yes No
 Foreign Language Requirement (specify) _____

PLANNED GRADUATE PROGRAM

Dept. Name	Course Number	Qtr. Hrs. of Credit	Course Title	Req.	Elec.	Trans.	Grade	Qtr/Yr.
HST	725	4	Introduction to Public History					
HST	710	4	Introduction to Archives					
HST	714	4	Advanced Problems in Archival Work					
HST	730	2	Archival Records Technologies					
HST	740	2	Information Management					
HST	715	5	Public History Internship					
HST	720	1	Public History Project					
TOTAL		22						

Student

Committee Member

Major Advisor

Committee Member

Committee Member

Committee Member

Program Director or Department Chair

Committee Member

LIBERAL ARTS

College

HISTORY

Department or Program

HISTORY

Major

332

Major Number



WRIGHT STATE
UNIVERSITY

School of Graduate Studies

Program of Study (Certificate in Museum Studies)

Student's Name/Last, First, Middle

LIBERAL ARTS

College

UID

HISTORY

Department or Program

Entrance Exam/Name, Score

HISTORY

Major

332

Major Number

Projected Completion Date

Degree Sought: (check one) M.A. M.B.A. M.S. M.A.T. M.Ed. M.S.T. M.Mus.

Thesis Required Yes No

Foreign Language Requirement (specify) _____

PLANNED GRADUATE PROGRAM

Dept. Name Course Number Qtr. Hrs. of Credit Course Title Req. Elec. Trans. Grade Qtr/Yr.

HST	725	4	Introduction to Public History					
HST	712	4	Museum Administration					
HST	713	4	Museum Interpretation and Exhibits					
HST	715	5	Public History Internship					
HST	720	1	Public History Project					
			One of the following 4 credit courses					
HST	727	4	Special Topics, Decorative Arts					
HST	685	4	Material Culture I					
HST	685	4	Material Culture II					
TOTAL		22						

Student

Committee Member

Major Advisor

Committee Member

Committee Member

Committee Member

Program Director or Department Chair

Committee Member

**Department of History
Tuition Scholarship Application**

Return to:
History Department
Wright State University
370 Millett Hall
Dayton, OH 45435

Please type or print Date Submitted: _____

Name: _____
 First Middle/Maiden Last

Address: _____
 Street City State Zip

College/University	Dates attended/from/to	Degree	Date awarded	Major
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Undergraduate GPA: _____

Please acknowledge the following:

I am submitting an application to the Wright State Graduate School (which includes three letters of recommendation, college transcripts, a personal statement, and a writing sample).

I recognize that tuition scholarships are awarded for students engaged in full time study in the history department masters program.

Your Signature

Date

Department of History Application for Graduate Assistantships

Return to:
History Department
Wright State University
370 Millett Hall
Dayton, OH 45435

Personal Information:

Name: _____

Program of Study: Circle one:

Public History

Thesis Track

Course Intensive Track

Graduate GPA: _____

Please submit the following:

1. Personal statement. Attach a personal statement that briefly discusses your current progress in the graduate program, and your plans and expectations for the coming year. Evaluate in what ways an appointment as Graduate Assistant will affect your plans for next year.

2. Letter of Recommendation. Use the form on the next page to request a letter of recommendation from a faculty member other than the Program Directors. Alert them to the March 1 deadline.

Department of History Application for Graduate Assistantships

Return to:
History Department
Wright State University
370 Millett Hall
Dayton, OH 45435

**CANDIDATE: FILL OUT THE TOP PART OF THIS FORM AND THEN GIVE THE FORM
TO YOUR RECOMMENDER**

Candidate Name: _____

(Circle one and sign): I hereby waive do not waive my right to read this letter

Signed: _____ Date: _____

TO THE RECOMMENDER: The candidate named above has applied for a graduate assistantship in the Wright State University History Department. Your response can help us make an informed decision about his/her candidacy. Use the space below, or attach a letter, in which you indicate your interaction with the candidate. Please assess the candidate's academic achievement and professional qualities.

WRIGHT STATE UNIVERSITY
SCHOOL OF GRADUATE STUDIES

DATE

I HEREBY RECOMMEND THAT THE THESIS PROPOSAL PREPARED
UNDER MY SUPERVISION BY _____ ENTITLED

BE ACCEPTED IN PARTIAL FULFILLMENT OF THE REQUIREMENTS
FOR THE DEGREE OF _____ Master of History

Approved by Thesis Committee

Date

Type name here Director

Type name here Member

Type name here Member

Approved by Program Committee

Awad Halabi, Ph.D Director

WRIGHT STATE UNIVERSITY
SCHOOL OF GRADUATE STUDIES

DATE

I HEREBY RECOMMEND THAT THE THESIS PREPARED UNDER MY
SUPERVISION BY _____ ENTITLED _____ BE ACCEPTED IN
PARTIAL FULFILLMENT OF THE REQUIREMENTS FOR THE DEGREE OF
Master of Arts.

(Type name)
Thesis Director

Jonathan Winkler, Ph.D
Department Chair

Committee on Final Examination

Type Name of committee member here

Type Name of committee member here

Type Name of committee member here

Dean, School of Graduate Studies

WRIGHT STATE UNIVERSITY
SCHOOL OF GRADUATE STUDIES

DATE

I HEREBY RECOMMEND THAT THE COURSE INTENSIVE FINAL
PROJECT PREPARED UNDER MY SUPERVISION BY ENTITLED
BE ACCEPTED IN PARTIAL FULFILLMENT OF THE REQUIREMENTS
FOR THE DEGREE OF Master of Arts.

Project Director

Awad Halabi, Ph.D
Director of Graduate Studies