

UNIVERSITY OF MISSOURI-KANSAS CITY
HISTORY DEPARTMENT GUIDELINES
INTERDISCIPLINARY PH.D. PROGRAM

ADMISSION REQUIREMENTS: Except in unusual circumstances, students who select History as a discipline in the I.Ph.D. program must begin their work during the fall term. Applications must be received by the School of Graduate Studies no later than February 15. The Doctoral Faculty of the Department of History will review applications and make their recommendations for admission by the end of March. Applications that are incomplete as of February 15, and completed applications submitted after this deadline, may not be considered until the following year.

Applications who choose History as their Coordinating discipline, or applicants whose course work in history will comprise at least 50% of the Ph.D. Plan of Study, must meet the criteria for admission specified by the School of Graduate Studies. In addition, they must:

- 1) possess a Master 's degree in History, or its equivalent
- 2) have earned a GPA of 3.5 in graduate courses

Students who choose History as a Co-discipline and whose course work in History will constitute less than 50% of the Ph.D. Plan of Study, must meet the criteria for admission specified by the School of Graduate Studies. In addition, they must fulfill other entrance requirements specified by the Doctoral Faculty of the Department of History. These requirements are established on an individual basis.

ALL applicants for admission must submit:

- 1) a sample of written work
- 2) a brief statement of academic and professional goals
- 3 a 1000 word essay that specifies a dissertation topic, demonstrates its interdisciplinary nature, and shows how historical methods and approaches would be utilized
- 4) a signed mentorship form.

Coordinating discipline students must have a statement of support from at least **two** doctoral faculty members of the department willing to serve on the student's Supervisory Committee.

Co-discipline students must have a statement of support from at least **one** doctoral faculty member of the department willing to serve on the Supervisory Committee.

Applicants who do not meet the requirements specified above may be granted provisional admission by the Doctoral Faculty of the Department of History. An applicant admitted provisionally receives notification of deficiencies and of the conditions which must be met before the Doctoral Faculty will again consider an application for full admission.

The Doctoral Faculty of the Department of History, in consultation with the History faculty as a whole, make recommendations to the Dean of Graduate Faculties and Research on each application for admission. These recommendations reflect the majority vote of the Doctoral Faculty.

Applicants are advised that meeting the criteria of the School of Graduate Studies and the Department of History does not automatically result in admission to the interdisciplinary Ph.D. program. When making recommendations to the School of Graduate Studies, the History faculty consider other factors as well, particularly the availability of faculty qualified to work in the applicant's area of interest, and the availability of library resources and research materials.

ALTERNATE ADMISSION CRITERIA: In exceptional cases, candidates who do not meet either the School of Graduate Studies or the History Department's minimum requirements for admission may be admitted under alternate criteria. The Doctoral Faculty of the department have adopted the following alternate criteria, one or more of which will be used to assess the applicant's ability; satisfactory performance in 5500 or above-level classes taken in the department's Master's degree program; positive, written recommendations of our faculty willing to work with the applicant who have evaluated his/her previous work; satisfactory completion of specified courses in the department before consideration or reconsideration of a candidate's application; publications or comparable professional achievements related to the study of History.

THE PLAN OF STUDY: If full admission is granted, the student who chooses History as a discipline must satisfy the residency requirements of the School of Graduate Studies, and must fulfill the course requirements of the Ph.D. Plan of Study as prepared by the student and his/her advisor(s) and approved by the Ph.D. Executive Committee.

A student whose Coordinating discipline is History will be required to list at least 18 hours of graduate-level History courses (exclusive of dissertation credits) on the Plan of Study. These will include: 3 hours of History 5581 (How To History I) if this course or its equivalent has not been taken before; 3 hours of History 5582 (How To History II); 3 graduate colloquia; and at least one graduate-level research seminar. The remainder of the program must be in courses numbered 5500 or above.

Students for whom History is a Co-discipline will be required to take, at the minimum, the five core courses of the department's M.A. program: History 5581 (How To History I); History 5582 (How To History II); History 5587 (Research Seminar); and two graduate colloquia. In exceptional or unusual circumstances, some of these hours may be waived upon petition to the student's Supervisory Committee.

Any student who switches disciplines in the course of his or her graduate career, either adding History as the Coordinating or Co-discipline, or changing History from the co-discipline to the Coordinating discipline, must fulfill all of the requisite doctoral requirements in History for that level (e.g., number of course hours, distribution requirements, exams).

COMPREHENSIVE EXAMINATION:

The School of Graduate Studies Guidelines for the Comprehensive Examination can be found at the SGS website, or at <http://www.umkc/catalog-grad/pdf/sgs.pdf>.

The History Department requires that the comprehensive examination of a student listing History as a discipline include both a written and an oral component. The History members of the Supervisory Committee will determine the structure and duration of the History component of the Comprehensive Exam.

For students with History as the Coordinating discipline, there is a list of Doctoral Fields appended below. The written comprehensives will consist of three examinations, the first from a Chronological/National field; the second from a Topical/Interdisciplinary field; and the third from either the Chronological/National or Topical/Interdisciplinary list of fields.

For Co-discipline students, the written comprehensives will consist of questions drawn from one of the Chronological/National fields, and questions from one of the Topical/Interdisciplinary fields appended below.

For both Coordinating and Co-discipline students, it is assumed that each examination will include an historiographical component.

Written comprehensives will be administered in the first two weeks of November and the first two weeks of March, unless the Supervisory Committee has allowed an exception.

In the oral examination conducted by the Supervisory Committee, both Coordinating and Co-discipline students will be expected to answer questions of an interdisciplinary nature.

A student with History as either a Coordinating or Co-discipline is considered to have passed the comprehensive examination if the History member/s of the examining committee vote that the candidate passes, and if no more than 20% of the examining committee vote to fail the student. If failure is reported, the examining committee will either recommend termination as a Ph.D. student or suggest additional work or other remedial measures. Furthermore, a student who has failed may not take a second examination for at least 12 weeks. Failure of a second comprehensive examination shall automatically preclude candidacy at this institution.

Program Time Constraints

Refer to the description of the Doctoral Degree Programs in the Graduate Program Catalog for a full description of the program time constraints for doctoral students.

DISSERTATION REQUIREMENTS: A student for whom History is a discipline must meet the requirements of the History Department for the discipline, as well as those of the School of Graduate Studies. On a Ph.D. Plan of Study where History is the Coordinating discipline, there must be a minimum of 12 credits in History 6699 (Dissertation hours).

For a student with History as a discipline, this examination may be conducted only after the dissertation has been approved by the History member/s of the Supervisory Committee and the Dean of the School of Graduate Studies, and may not be administered when UMKC is not officially in session.

The final examination in defense of the dissertation is open to all members of the Doctoral Faculty, who may attend as interested observers. The Supervisory Committee and its Chair will determine the format and procedures of the defense. The date, time and location must be announced and published at least two weeks before each final examination takes place.

The defense of the dissertation is approved when a majority of the Supervisory Committee, including the History member/s of the committee, recommends approval and signs the Report of the Result of Final Doctoral Examination form. Within 48 hours of the defense, the supervisory committee chair will report the results of the final dissertation examination in writing to the candidate

LANGUAGE REQUIREMENTS: Those students for whom History comprises 50% or more of the Program of Study, or whose dissertation will utilize sources in a foreign language or languages, must demonstrate competency either through a passing satisfactory score on the ETS language examination, or through a special examination approved by the student's examining committee.

Those students for whom History comprises less than 50% of the Plan of Study, and whose dissertation will not utilize sources in a foreign language, will ordinarily not be required to demonstrate language competency. It is strongly urged, however, that all Ph.D. students choosing History as a primary discipline will pursue the development of foreign language skills or equivalent (quantitative) research skills.

RETENTION IN THE DOCTORAL PROGRAM: A doctoral student must maintain a 3.0 Grade Point Average in each semester of course work taken at UMKC. A person receiving a failing grade in a class will normally not be retained in the doctoral program. In exceptional cases, such a student may petition to be placed on probation for one semester.

A student who falls below a 3.0 GPA, or whose work is deemed unsatisfactory at any stage of doctoral work by the History member/s of the Supervisory Committee, with the concurrence of a majority of the resident Doctoral Faculty of the department, may be declared ineligible for further study.

HISTORY DEPARTMENT POLICIES REGARDING DOCTORAL FACULTY

No doctoral student shall be permitted to form a Supervisory Committee on which the only History faculty members are former faculty at UMKC or adjunct faculty members. Please refer to the website of the School of Graduate Studies for a list of current Doctoral Faculty.

Ordinarily, emeritus professors of Doctoral Faculty status in History shall be allowed to serve on doctoral committees for no more than five years after retirements. Such service shall only be on committees that the retired faculty member was already on at the time of retirement. Emeritus faculty members can have their doctoral status extended beyond five years only if at least two-thirds of the members of the History Doctoral Faculty vote to approve this.

Emeritus professors in History cannot Chair dissertation committees. They can, however, co-chair with the approval of a majority of the regular resident Doctoral Faculty.

The History department adheres to the guidelines of the American Historical Association with regard to student ethics and the responsible conduct of research. The AHA Statement on Standards of Professional Conduct can be found at <http://www.historians.org/pubs/Free/ProfessionalStandards.cfm>.

DOCTORAL FIELDS

AREAS CHRONOLOGICAL/NATIONAL TOPICAL/INTERDISCIPLINARY

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| 1. EUROPE | a. Medieval Europe
b. Early Modern Europe
c. Modern Europe | a. Material Culture & Everyday Life
b. History of Science or Medicine
c. Area Focus: Medieval Italy; Britain;
Modern Germany
d. Women, Gender, & Family
e. State Formation & National Identity
f. Global Interactions |
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| 2. MIDDLE EAST | a. Medieval Jewish/Islamic
b. Ottoman
c. Modern Middle East | a. Material Culture & Everyday Life
b. Women, Gender, & Family
c. State Formation & National Identity
d. Comparative Religions
e. Global Interactions |
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| 3. LATIN AMERICA | a. Encounter & Colonial
b. Post-Independence | a. Identity & Culture
b. Women, Gender, & Family
c. State Formation & National Identity
d. Area Focus: Mexico, Central America;
Cuba; Puerto Rico, the Southern Cone
e. Global Interactions |
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| 4. EAST ASIA | a. Pre-1600
b. Post-1600 | a. Area Focus: Japan; China
b. Women, Gender, & Family
c. Material Culture and Everyday Life
d. History of Science or Medicine
e. Comparative Religions
f. State Formation & National Identity
g. Global Interactions |
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| 5. UNITED STATES | a. Early America
b. Modern America--
1800 to the Present | a. Identity & Culture
b. History of Science or Medicine
c. Area Focus: South; West; Midwest
d. Women, Gender, & Family
e. Material Culture
f. Environmental History
g. African-American History
h. Global Interactions |
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