

SALISBURY UNIVERSITY

HISTORY DEPARTMENT APPLICATION FOR ADMISSION

GRADUATE PROGRAM IN HISTORY

Name:

Present Address:

Permanent Address:

Telephone: (Work) _____ **(Home)** _____

Semester/Year (example: Fall/2009): _____

E-Mail Address: _____

Salisbury University ID No. _____

Undergraduate/Graduate Degree(s) Held, Granting Institution, and Date Conferred:

GPA from Undergraduate/Graduate Program(s): _____

GRE Scores: V _____ Q _____ A _____

Date Taken: _____

[Students must submit GRE scores directly to the History Department by the time they have completed the first six hours of graduate work. Students who apply without GRE scores will be considered probationary candidates. The History Subject Exam is not required.]

Are you interested in a graduate assistantship? _____

List any honor societies in which you hold membership:

List any academic awards or honors you have received:

List any scholarly papers you have delivered (when, where, and to whom they were delivered):

List any works you have had published:

List any internships, fellowships, assistantships or related work experiences you have had:

How did you hear about this program (SU Web Page, MA program poster, SU Catalogue, *Peterson's Guide*, newspaper ads, former student, etc.)?

Please have three letters of recommendation submitted directly to the department. See online form for letters of recommendation. Each letter should be in a sealed envelope with the recommender's signature written across the seal.

List below Names and Addresses of Recommenders:

Include with this application a scholarly paper you have written.

Title of paper:

Statement of Purpose:

Briefly describe your goals related to the pursuit of this graduate program of study and to career goals, including areas in which you hope to improve. Include in this statement which of the following four areas of graduate study you intend to make your area of concentration: [a] Chesapeake Studies; [b] Colonial and Revolutionary America; [c] Modern (19th or 20th century) U.S.; or [d] European/World. [Attach extra pages.]

**PROCEDURES FOR COMPLETING THE APPLICATION FORM
FOR ADMISSION TO THE GRADUATE PROGRAM IN HISTORY
SALISBURY UNIVERSITY**

Pre-Admission Considerations

1. All candidates need to have completed the equivalent of an undergraduate major in history with at least 15 semester hours in history at the junior-senior level or above, including a course in research and writing, and achieved a grade point average of 3.0 or better in all history courses. This preparation is designed to serve as a foundation for graduate study in history and such courses are therefore ineligible for inclusion in the 30 semester hours normally required for the degree. Students lacking this preparation must make up the deficiency and may only be admitted on a provisional basis by taking History 201, 202, 330 or 601 when appropriate. Provisionally-admitted students may take a maximum of nine semester hours and maintain a cumulative-grade-point-average of at least 3.0 with no grade less than “C”.

2. All candidates must take the Graduate Record Examination Aptitude Test (GREs). It is expected that students will submit the GRE scores directly to the History Department with their application. Students may be admitted without having taken the GREs, but must complete the GREs within the first six semester hours of graduate-level work. The History Subject Exam is not required.

Application Process

Students must complete the Admissions Application for Graduate Study (from the SU Catalogue, Registration Bulletin, History Graduate website, or departmental packet), submit it to the SU Admissions Office, request that official undergraduate and/or graduate transcript(s) be forwarded by the registrar of prior institutions directly to the SU Admissions Office, and pay an Application Fee to Admissions. The Admissions Office processes that application and then will forward the application and the transcript(s) to the History Department. The History Department will forward the departmental application packet upon request. The application is also available online:

<http://www.salisbury.edu/history/Graduate/welcome.html>

Students **must also complete** and submit the following directly to the History Department: (1) the History Department’s Application Form for Admission to the Graduate Program in History, (2) a recent example of their scholarly writing (waived for SU History students), and (3) a Statement of Purpose addressing their intellectual interests in the chosen field of study. In addition, three letters of recommendation to be sent directly to the History Department from individuals qualified to judge the applicant's ability to pursue graduate studies in history. Applicants who have taken graduate work elsewhere should request at least one letter from an instructor familiar with their graduate work. All requests for information or all application materials (excluding Admissions Office requirements) should be addressed to the Graduate Director, Department of History, 1101 Camden Avenue, Salisbury University, Salisbury, MD 21801. Any

questions concerning the application process can also be answered by calling 410-548-4499.

Application Deadlines

Applications should be postmarked on or before May 15 for the Fall semester (April 2 for the Summer semester) and on or before October 15 for Spring semester. Applicants should check with the Admissions Office concerning its deadlines so that materials will be received in time to meet the History Department deadlines. Action on applications will be deferred until the department has received official transcripts from Admissions. The Graduate History Admissions Committee will review all applications. Three actions may be taken in response to the applicant: (1) the applicant may be admitted, (2) may be admitted on a probationary status, or (3) may be denied admission. Applicants who have been admitted and who do not enroll for their admitted term must check with the Admissions Office and/or the Registrar's Office in order to be readmitted.

Planning a Program of Study

Upon admission to the Graduate Program, the Graduate Director will meet with the student to discuss the student's preferred area of concentration, i.e., Chesapeake Studies; Colonial and Revolutionary America; Modern (19th or 20th century) America; or European/World and develop a preliminary program of study. Before completion of the first six hours of course work, the student and the Graduate Director should plan a program of study, determine the major and minor concentration areas of interest, and select the possible faculty members who will test the student at the end of the student's program. In order to prepare for exit examinations held at the end of the semester in which the student plans to graduate, students must meet with their major and minor concentration area faculty no later than the beginning of the semester in which they plan to graduate. Students admitted on probation, after completing nine hours of course work (three hours of which must be at the 600 seminar level), will have their performance reviewed by the Graduate Director to determine if the student will be allowed to continue in the Graduate Program.

Program Description

Completion of the program requires 30 semester hours of graduate course work and satisfactory performances on oral and written examinations. Each student must complete:

- At least five courses (15 semester hours) at the 600 seminar level, including History 601, Methods of Historical Research. The aim of these classes is to develop skills in historical research, analysis, and writing. Furthermore, the aim of these classes is to master the historical scholarship extant in the student's chosen areas of concentration.

The remainder of the credit hours may be earned in the following ways:

- Completion of a thesis (up to 6 semester hours: History 630, 631);
- Completion of additional graduate 600-level seminars (3 semester hours each);
- Completion of 500-level courses at the graduate level (3 semester hours each; students must discuss additional requirements with the instructor at the beginning of the course);
- Up to six semester hours of graduate work in history may be transferred from other institutions.

Students must maintain a cumulative grade point average of 3.0; earning two grades of "C" or one grade below "C" is grounds for dismissal from the program. During the Master's Examinations, the student completes the written examination first; these responses are used as the basis for discussion in the oral examination. Any student who fails the written or oral examinations may retake the examination once, but must do so within one year of the date of the original examination.

06/10/08