

NORTHEASTERN STATE UNIVERSITY
GRADUATE COLLEGE
Master of Arts in American Studies
Statement of Understanding

I understand that:

1. To be admitted to the American Studies program I must:
 - a. Submit official transcripts of all college work and official results of the Graduate Record Examination (GRE) taken within the past five years to the Office of Admissions and Records and the Graduate College.
 - b. Have completed eighteen hours of undergraduate work with a grade of "C" or better in subjects which focus predominantly on some aspect of the United States, or foundational to the study of the United States.
 - c. Have a grade of 2.5 or better for all undergraduate work attempted or score in the upper three-fourths on the verbal component of the GRE.
2. I must complete the following requirements before being admitted to candidacy for the Master of Arts in American Studies:
 - a. Be regularly admitted to the American Studies program.
 - b. Score above the bottom third of the GRE's verbal component or complete six additional hours of American Studies electives, approved by advisor.
 - c. Complete a minimum of twelve semester hours of graduate course work as prescribed by the plan of study with an average grade of "B."
 - d. Achieve a "B" average grade in all graduate course work completed prior to attaining candidacy.
 - e. Be assigned an advisory committee consisting of the advisor and two graduate faculty members teaching in the American Studies program.
 - f. File an approved plan of study with the Graduate College.
 - g. File a signed statement of understanding with the Graduate College.
3. I must complete candidacy requirements within the first sixteen hours of my program. After being admitted to candidacy, I must complete a minimum of sixteen hours towards the master's degree in American Studies.
4. I must complete an approved degree program, including a minimum of thirty-two semester hours credit. If I choose the thesis option, twenty-six semester hours will be required with six semester hours credit for the thesis. The internship option will require twenty nine semester hours with three semester hours for the internship. Thirty-eight hours will be required for students who score in the lower third of the verbal component of the GRE.
5. **No more than nine semester hours of credit may be earned in courses offered at the 4000 level and students must contract with the instructor for additional work to get graduate credit.**
6. I may earn no more than nine hours each summer or sixteen hours each regular semester.
7. No credit earned by correspondence may count toward the Master of Arts in American Studies degree.
8. I may transfer a maximum of eight semester hours credit, providing all graduate transfer course work attempted carries an average grade of "B" or better; then only courses with grades of "A" or "B" may be transferred.
9. A minimum of twenty-four semester hours must be earned in residence at Northeastern (including NSU-Muskogee and NSU-Broken Arrow) including the last eight hours.
10. If I choose the thesis option I will follow the procedures outlined in the separate sheet entitled: **THESIS GUIDELINES**. The approved thesis must be submitted to the Graduate Dean one month prior to the end of the semester in which I plan to graduate.
11. If I select the internship option, I must pass comprehensive written and oral examinations over all course work taken for the program. If I select the thesis option, I must pass a comprehensive oral examination over my thesis and all course work taken for the program. Examination will be administered by my advisory committee and should normally be completed six weeks before the end of the semester.
12. No work used for graduation may be older than six calendar years, except that time spent in the American Armed Forces will not be counted.
13. I must maintain an average grade of "B" in all graduate course work attempted. No course work with a grade less than "C" may be used for graduation.
14. I agree to abide by the regulations governing the graduate program as stated in the Graduate Catalog.
15. I must submit an Application for Master's Degree and the required diploma fee prior to graduation. The due dates are as follows: February 1 for Spring, March 1 for Summer, and October 1 for Fall.

Student's Signature: _____ Date: _____

Advisor's Signature: _____ Date: _____