

Year 1

	Courses to be Taken	Exam/Thesis	Work Required on Thesis Proposal or Exam Reading List	If thesis is PH or OH or both
Fall	1. Colloquium 2. Colloquium (or elective) 3. Elective or 1st course in PH sequence			
Spring	4. HIST 6693: Historiography & Methodology 5. Colloquium or 2nd course in PH sequence 6. 3rd colloquium (if needed) or elective	Must decide TRACK Thesis or Exam	<p><u>If thesis:</u></p> <ul style="list-style-type: none"> Develop Thesis Proposal during 6693. Defend thesis proposal before thesis committee by end of Spring semester Your committee includes your chosen advisor and two additional committee members (one of whom may be from outside of the department). At the defense, you must file: <ol style="list-style-type: none"> Thesis/Exam Committee Check-Off Sheet (for the department) & Petition for Topic Approval (for the Graduate School). <p><u>If exam:</u></p> <ul style="list-style-type: none"> Meet formally with your advisor and committee members, to discuss: <ol style="list-style-type: none"> Your proposal for a research paper to be written in the fall Writing Seminar as well as your exam reading lists. 	<p>If Public History</p> <p>Your thesis proposal should include a description of the public history project you will complete alongside your thesis. It should also be vetted by the Director of Public History.</p> <hr/> <p>Oral History:</p> <p>You must complete a <u>Protocol Application Form</u> for the Institutional Review Board (for details, see the Director of Public History).</p>

Year 2

	Courses to be Taken		Thesis Schedule	Exam Schedule
Fall	<ol style="list-style-type: none"> 1. Writing Seminar (to register, must have defended proposal) 2. 3rd colloquium (if needed) or 3rd course in PH sequence 3. Elective or thesis hours 		In the Writing Seminar, draft a primary research-based chapter of your thesis.	Proceed with the readings for your exams.
Spring	<ol style="list-style-type: none"> 4. Any remaining electives (including required PH electives) 5. Thesis or Exam hours, with defense before the end of the semester 	Week 1 of Spring Semester	If you plan to graduate in Spring, you must file your Admission to Candidacy and Application for Graduation forms by end of the first week of the semester.	If you plan to graduate in Spring, you must file your Admission to Candidacy and Application for Graduation forms by end of the first week of the semester.
Mid-late February		Please check when your thesis advisor would like to see the draft, so as to allow you to send a revised, final draft to committee members by mid-March.	Maintain regular contact and meet at least once or twice with all three examiners, to discuss the readings and prepare for the exams.	
Mid-March		Final draft (including project component of Public History thesis) must be submitted to ALL committee members by mid-March. Around the same time, be sure to make an appointment with the Graduate School for a formal review of the formatting of the thesis, in line with the instructions in their on-line manual http://graduateschool.uncc.edu/graduation/manual.html .	Maintain regular contact and meet at least once or twice with all three examiners, to discuss the readings and prepare for the exams.	
Early April		Schedule your thesis defense by early April. To the thesis defense, you must bring two forms: The Report of Thesis / Exam Form (for the Graduate School) and a change-of-grade form, to change any Incompletes for thesis hours to a grade.	Schedule your three written exams during one week, with your oral defense a week later. All parts of the exam must be completed by the end of classes. To the oral defense, you must bring two forms: The Report of Thesis / Exam Form (for the Graduate School) and a change-of-grade form, to change any Incomplete for exam hours to a grade.	
Mid-April		Thesis due to Graduate School a month before graduation.		