

UGA - ENGLISH PROGRAM PRACTICES

Questions 1A, 1B - Communication with Potential Doctoral Students

Questions 2A, 2B – Admission

Questions 3A, 3B, 3C, 3D – Orientation and Advisement

Questions 4A, 4B – Social Interactions

Questions		Answers
1A	When potential graduate students contact your department for information, who handles the inquiries? (Please provide the title rather than names)	I do as the Graduate Coordinator. I meet with all incoming students during the summer to go over the program requirements, help students select courses, and discuss possible faculty members they should get to know in their fields. Graduate Coordinator
1B	What type of information is usually sent in response to such inquiries?	I answer questions by email and by phone. We also have an information booklet both in hard copy and on line that provides information on the program and applying to it. We send the paper booklet out upon request until after Feb 15, the last deadline for applications.
2A	Who in your department makes the decision about which applicants to admit (or to recommend for admission)? (Please provide the title rather than names).	The English Department's Graduate Committee (seven members, including me as chair) makes all admissions decisions. This job is becoming a chore as our application load grows (we had over 300 MA/PhD applicants last year).
2B	What criteria are used in making this decision?	We look at the following criteria: GRE scores (esp verbal and writing), overall and English GPAs, letters of recommendation, and two kinds of student writing (the statement of intent and the writing sample). The writing is evaluated most carefully. We do not base admissions decision on any one criterion (scores, for instance) but look at the entire application.
3A	How does your department orient new students to graduate study?	Before the fall semester begins, we have an introductory meeting to introduce students to the department. We then have an informal picnic for all new students so that they can meet faculty and other students. Beginning teachers participate in a weeklong orientation program, do an apprenticeship, and take a pedagogy course

		the first semester they teach.
3B	Who handles initial course advisement for new doctoral students, and how is that person selected?	I am the students' first advisor. I then assign each student an advisor in his or her field for the rest of the first year. By the end of the first year, the student is required to have selected a major professor to serve as the advisor.
3C	Describe the process by which a student selects or is assigned a dissertation chair.	Students are not assigned their major professors. We ask them to select a person they would like to work with after taking a year's worth of courses and getting to know professors in the department. Once selected, students must complete the necessary grad school paper work.
3D	Can students in your department change dissertation chairs? If so, how is that change accomplished?	While such changes are rare, they do happen. Usually the professor is going out of town for an extended period of time or some conflict develops between the student and professor. I ask the student to inform the original major professor of the change and then to formally select the new major professor. However, as I noted above, such changes are rare.
4A	Other than formal coursework, does your department offer, sponsor, or support activities designed to foster social support and/or collaborative learning among doctoral students? (e.g., study groups, student organizations, student-student mentoring programs) If so, please describe.	We have several graduate student organizations to foster such interaction among students and among students and faculty. One is EGO (English Graduate Organization), which hosts various social and intellectual events (they host a brown bag lunch speaker's series). The other is Sigma Tau Delta, the English honor society. Graduate students run this and host various events such as poetry readings and such. We also have various reading groups (the Victorian novel group, for instance) and other more informal groups, including meetings on how to prepare for comprehensive exams, how to write dissertations. We have a very active organization on how to prepare for the job market. This group, coordinated by a faculty member, goes over how to write letters prepare resumes, and do interviews.
4B	Does your department hold regular social activities in which students can interact informally with faculty	Many of the organizations mentioned in 4a have informal elements that encourage faculty/student interactions. EGO, for

	members and other students? If so, please describe	instance, hosts parties and happy hours in local bars to encourage such interactions. Sigma Tau Delta hosts coffees several times a semester.
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