

# Department of English MFA CRW Student Advisement Form Checklist

## A. COURSEWORK

### GENERAL REQUIREMENTS

#### REQUIRED COURSEWORK

Principles and Problems of Literary Study (ENG 6009)

### TRACK CONCENTRATIONS

Fiction

Nonfiction

Poetry

### MFA

Creative Writing Workshops  
(21 credit hours)

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Literature / Theory Courses  
(18 credit hours)

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**No Foreign Language  
Requirement**

### Plan of Study

Must be processed before completion of half the coursework (by the end of the second semester for full-time MA students, and the end of the third semester for full-time MFA students). Complete form (listing prospective thesis committee members, future courses, and path toward completion of foreign language requirement), consult graduate advisor for review, and then seek signatures by Director of Graduate Studies and Department Chair. A final, corrected, version of the Plan of Study must be processed the semester before graduation. Complete form, consult graduate advisor for review, and then seek signatures by Director of Graduate Studies and Department Chair. Foreign language requirement must be approved on this form.

## B. THESIS

### **Thesis Document & Thesis Topic Approval Form**

- Please follow <http://www.fau.edu/english/thesisdocument.php> for Thesis Document Instructions.
- Please follow [http://www.fau.edu/english/Thesis\\_Proposal\\_Approval.pdf](http://www.fau.edu/english/Thesis_Proposal_Approval.pdf) for Thesis Topic Approval Form.
- Thesis Topic Approval Form must be signed by members of Thesis Committee and submitted before enrolling in thesis hours.



### **Enroll for Thesis Hours (6 Credits)**

- Enroll after most coursework is completed or during final semester of coursework.
- Maximum of 6 thesis credits per semester.



### **Application for Degree**

**(Forms available in the English Office or in the Office of the Registrar)**

- Submit form for signature to the Office of Grad Studies and Admissions the semester prior to your planned semester of graduation.
- Complete final, corrected version of the Plan of Study (Form 6) by submitting a Revision to Existing Plan of Study form (Form 9) to the Office of Grad Studies and Admissions.
- Check deadlines for submission of application on Graduate Academic Calendar—contact Graduate Admissions or view their Web site here: <http://www.fau.edu/registrar>.



### **Deadlines (Check exact dates on Graduate Academic Calendar at <http://www.fau.edu/registrar>):**

**\*\*These procedures MUST take place before deadline for thesis\*\***

- Draft of entire thesis to Thesis Committee Chair—2 months prior to Thesis deadline
- Committee Chair Final Review—4 weeks prior to Thesis deadline
- Committee Review of revised draft—4 weeks prior to Thesis deadline
- Schedule Thesis Defense with Committee
- Dept. Chair Review—2 weeks prior to Thesis deadline
- Dean Review—1 week prior to Thesis deadline

**\*\*FLORIDA ATLANTIC UNIVERSITY REQUIREMENTS AND GUIDELINES FOR GRADUATE THESES AND DISSERTATIONS available at**

**<http://wise.fau.edu/graduate/currentstudents/thesisanddissertation/pdf/ManuscriptGuidelinesNovember2010.pdf>.**