

Non Thesis Track

In addition to HIS 5060, non-thesis students must complete 33 hours of graduate seminars, including a minimum of twelve (12) hours in reading (5000-level) and a minimum of eighteen (18) hours in research (6000-level) seminars. To ensure proper distribution of courses by field, non-thesis students may take a maximum of eighteen (18) hours in any one field. Upon completion of eighteen (18) credits students must complete and submit a Plan of Study (see above), and must have fulfilled their foreign language requirement prior to graduation. [Non-Thesis Track Checklist](#)

Qualifying Exam for Non-Thesis Students

The qualifying examination for non-thesis-track students will consist of three written questions given by three professors with whom the students have had classes. Two questions will be in the primary field (U.S, Europe, or the World) and one question from a secondary field. One of the primary or secondary questions may be in public history. Public history fields may be in public history generally or in U.S. history, but all three questions cannot be focused on U.S. history. The world history questions may either be in general global/comparative history or based on one of the following particular areas: Latin American, Africa, Middle East, or Asia. The graduate director will establish each student's exam committee. Questions will come from the minimum of two questions that each instructor will submit to the director at the conclusion of each graduate course.

The qualifying examination will be given on one day near the end of the Fall and Spring semesters only, with the date posted on the graduate program bulletin board outside the director's office. Students who need to take the exam are expected to notify the graduate director in writing at least two weeks before the date it is administered. They should bring to the exam room at least two blue books, and once they enter they must take the exam. The exam is closed book and must be completed within three hours. Students are advised to speak with members of their examination committee well in advance of the exam to obtain advice on how best to prepare for each part. While it is assumed that the answers to these essay questions will be interpretive, and include historiographical references, they should also include enough factual information so as to support a plausible thesis.

Once the exam is completed the members of the committee who submitted the questions will grade the appropriate portions of the student answers. In order for students to pass they will need to earn at least a B grade on each question. If they do not reach this threshold, they will be allowed to retake the exam again, but not less than one month later, at a time scheduled by the graduate director, in consultation with the students and their respective examination committees. Those students who achieve a superior performance on the entire exam will be designated as having passed "with distinction." If they then do not pass the examination a second time, they will be dismissed from the graduate program. Students must be enrolled at FAU during any semester in which they take the exam.

Degree Application

Early in the semester prior to the semester of your anticipated graduation (e.g. early Fall Semester for Spring graduation), you must do the following:

1. Obtain and complete "[Application for Degree](#)"
2. Make an appointment with the Department of History's Director of Graduate Studies for a review of your transcript to ensure that all requirements have been met. Bring "Application for Degree" form with you.
3. Return "Application for Degree" form to the Department of History for the Chair's review and signature.
4. The Registrar's Office must receive your completed and signed "Application for Degree" by the deadline listed on FAU's [Academic Calendar](#).
5. Failure to complete the "Application for Degree" process on time prevents you from participating in commencement exercises.
6. Verify your local and permanent addresses on the [MyFAU](#) system. Be sure these addresses are current as the Registrar's Office Commencement tickets for your guests.
7. If you have any questions, please contact the History Department's Director of Graduate Studies (561-297-3593) and/or the FAU Graduate College (561-297-3624)