
**THE PhD DEGREE IN
AFRICAN AND AFRICAN DIASPORA STUDIES AT
THE UNIVERSITY OF WISCONSIN-MILWAUKEE
(Revised, July 2020)
A HANDBOOK FOR DOCTORAL STUDENTS**

THE PhD DEGREE IN AADS

2020-21 Edition

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I. INTRODUCTION AND GENERAL INFORMATION

The Department of African and African Diaspora Studies at the University of Wisconsin-Milwaukee traces its origins to May 1968 when the university approved the creation of the Center for Afro-American Culture. That Center was one of the first two Afro-American Studies programs in the United States and was developed in response to student demands and grassroots movements here in Milwaukee and across the nation.

The Center for Afro-American Culture was established in 1968 and opened in 1969, with a curriculum that was framed broadly. Over the years, the Center has strengthened its foundations to better meet expanding student demand and incorporate new disciplinary developments. By 1971, the Center achieved departmental status and became the Department of Afro-American Studies. In 1980, the department implemented a bachelor's degree program organized around two concentrations: 1) Political Economy and Public Policy, and 2) Culture and Society: Africa and the African Diaspora. In 1986, the department began offering a minor in Afro-American Studies.

In 1994, the department was renamed the Department of Africology, a term coined by long-time department chair, Dr. Winston Van Horne, to reflect the focus on experiences of people of African descent all over the world. The name change was meant to signal the department's broad international perspective and distinguish it from those that focused exclusively on either African-American or African Studies. In 2018, the department changed its name once again, this time to the Department of African and African Diaspora Studies (AADS). This name continues to signify a global focus but reflects changing norms and attitudes about nomenclature within the discipline. Current faculty in the Department of African and African Diaspora Studies examine issues facing people of African descent all over the world, including in sub-Saharan Africa, Latin America, the Caribbean, Europe, and the United States.

In June 2008, the department was granted approval for a PhD program by the University of Wisconsin Board of Regents, and the first doctoral students began the PhD program in the fall 2010. The PhD program is one of only about two dozen doctoral programs in African and African Diaspora Studies in the nation and has graduated several PhDs who now hold faculty and non-faculty positions around the country. In December 2018, the department was granted approval for a master's program by the University of Wisconsin Board of Regents.

From the time of its inception, the department has implemented programs that foster meaningful exchange between the university and the wider Milwaukee community. Beyond educating future leaders and community members, the relationship between the department and the Milwaukee community is promoted through Black History and Liberation Month programming, involvement of the African and African Diaspora Studies faculty with Community Brainstorming where the faculty presents once a year, and study abroad programs that take students to countries in Africa, South America, and the Caribbean. .

The following document contains information about the department's graduate programs that may prove essential for graduate students and prospective graduate students. One should be aware that our graduate programs are within the Graduate School, which has certain rules and structures to which our programs are obligated to adhere.

A. Disciplinary Overview

The first academic programs and departments in African and African Diaspora Studies appeared in the American academy in the late 1960s. However, as subject of intellectual inquiry and discourse, African & African Diaspora Studies spans millennia in regard to Africa and the global African diaspora. Accordingly, the discipline of African and African Diaspora Studies (hereinafter AADS) scrutinizes, conceptually and empirically, the life experiences and life prospects of Africans and their descendants across space and time. The PhD degree in AADS at the University of Wisconsin-Milwaukee (hereinafter UWM) is grounded in the axiomatic assumption that, with continuing globalization, the twenty-first century will witness an exponential expansion in the demand for knowledge of Africa and the African diaspora and expertise in the academy and beyond. And so, the design of the PhD degree integrates local, national, and global phenomena to foster knowledge, understanding, and wisdom that enable graduates to be of the greatest possible value to their communities and societies. Graduates will leave the department as strong African and African diaspora scholars, whose knowledge and expertise position them to be invaluable professionals in both the public and the private sectors of societies throughout the global African diaspora.

B. Timeline and Milestones to Graduation

Students in the master's (MA) program must complete all degree requirements within five (5) years of initial enrollment. PhD Students must pass their preliminary examinations within five (5) years of first enrolling in the doctoral program and must complete all requirements—including dissertation writing and defense—within ten (10) years of enrollment. These time limits are set by the Graduate School. To be granted an exception to these rules, a student must make a formal request and receive official approval from the Graduate School. This is done via the [Graduate School Request for Exception \(RFE\) form](#).

Graduate School Residency Requirement:

PhD students that must fulfill these requirements before they can achieve dissertator status. These are:

1. Academic Year Requirement:
You must complete 8 to 12 graduate credits in each of two consecutive semesters, or 6 or more graduate credits in each of three consecutive semesters, including summer sessions. This requirement is intended to provide immersion in the chosen discipline and foster participation in the community of scholars.
2. 50% Requirement:
At least 50 percent of the graduate credits for a student's PhD program must be completed at UWM while in doctoral status.

In exceptional cases, modifications of the residency requirement may be requested, subject to the approval of both AADS and the Graduate School.

Continuous Registration:

Doctoral students with dissertator status must maintain continuous registration. A dissertator must register for 3 graduate-level dissertation or research credits (at the current per-credit dissertator rate) each semester until the dissertation is accepted by the Graduate School. During any summers in which you use University facilities or faculty time, are a fellow or

research assistant, or plan to graduate, you must register for 3 graduate-level credits (dissertator rate) in the regular eight-week summer session. Three is the minimum (and the maximum) number of graduate credits required per semester.

Graduating Students:

1. You must be enrolled for at least one (1) graduate credit during the semester directly preceding your graduation, including summer session if you plan to graduate in August.
2. You can graduate in May, August, or December. Every semester the Graduate School publishes deadlines for applications for graduation (available [here](#)).
3. Apply for graduation through the Graduate School early in the semester (no later than the end of the second week) in which you expect to graduate. This is done by applying for graduation in PAWS.

If you do not graduate when you expect, you must file a new application, but will not be required to pay another fee.

C. The Advisor

The advisor plays an essential role in planning your course of study and monitoring your progress in the program. Your advisor helps you choose courses; develop the topic of your doctoral dissertation or master's thesis/project; prepare the reading list for doctoral comprehensive or preliminary examination. Your advisor should be knowledgeable about your area of interest and should be someone with whom you can work productively and professionally. It is expected that a graduate student will meet with their advisor at least twice a semester. Forming a relationship with your major advisor must be a priority.

In addition to securing a major advisor, each student is responsible for assembling a committee of professors to participate in their final project—whether this be an MA thesis, option B project, or writing a dissertation for the PhD.

The Director of Graduate Studies provides initial advising in selecting courses and assists in selecting an advisor for long-term guidance; the Director may assign a provisional advisor before a student selects an advisor. Here are some guidelines to keep in mind as you choose an advisor:

- Select an advisor who publishes in the field of African and African Diaspora Studies that you are most interested in;
- Select someone with whom you believe you could have a good collaborative relationship; and
- Select someone who is enthusiastic about your work and readily offers help; and approach someone you respect as a scholar and/or teacher.

As your interests become more focused and you progress through your program, you may find that you want to change advisor, which is not uncommon. If you decide to change advisor, ask the faculty member you want to work with if they are willing to be your advisor. Explain the reason for your request. If the faculty member agrees, inform the Director of Graduate Studies, as well as your previous advisor.

I. PROGRAM OF STUDY FOR THE PhD IN AADS

A. Curriculum¹

The curriculum of the graduate program is divided into two fields of concentration, **Political Economy and Public Policy** and **Culture and Society: Africa and the African Diaspora**. The concentration in Political Economy and Public Policy (PE/PP) arcs beautifully into given concentrations in disciplines such as economics, political science, sociology, history, and geography. The concentration on Culture and Society: Africa and the African Diaspora (C&S) is complemented coherently by particular concentrations in English, foreign languages and literatures, history, and sociology, for example.

The department encourages and expects students to be well-rounded in their knowledge and understanding of African and African Diaspora Studies. Students are required to take courses in the two fields of concentration offered by the department. In addition:

- Only students entering Fall 2013, in consultation with their faculty advisor, may elect (but are not required) to take a third outside field of concentration of 6 to 9 credits.

All students will write doctoral preliminary examinations in only **two** of their fields of concentration.

The department is well-attuned to the significance of conceptual elasticity and the permeability of boundaries demarcating fields of concentration in African & African Diaspora Studies and other disciplines. And so, for example, its **Forms of Reasoning** courses are designed to hone analytical and research skills that are invaluable in regard to both departmental fields of concentration, as well as concentrations taken from outside the department.

B. Admission Requirements

Applicants to the program must satisfy the requirements of UWM's Graduate School, as well as hold a bachelor's or master's degree in African and African Diaspora Studies or a related discipline. Normally, students are admitted only for the fall semester. However, in extraordinary circumstances, a student may be permitted to begin PhD studies in the spring semester.

Generally, only coursework taken toward a master's degree in African-American Studies or African Diasporic Studies will be considered as satisfying requirements of the PhD degree. Students with a master's in other fields must demonstrate a significant emphasis on African American or African Diasporic Studies to have any of their master's level coursework apply toward the PhD degree. Upon approval by the Graduate Affairs Committee (GAC), students can transfer up to 9 relevant credits to be applied to their graduate work towards their PhD. The Graduate School requires that at least half of the graduate credits required for the PhD be completed at UWM in doctoral status. This Graduate School's "continuous-year residence requirement" may impact the number of transfer credits.

Admission to the graduate program is based on a careful review of the applicant's academic qualifications and is highly competitive. There are, of course, a variety of factors that come into play over the years of an applicant's studies, and so the admissions committee will

¹ See Appendix H for flow chart for AADS Ph.D. and list of PE/PP and C&S graduate courses.

consider closely a student's academic profile, as well as accomplishments that are germane to their application. Students are expected to have distinguished themselves in their undergraduate or MA programs.

In full consideration for admission all materials *must* be received by the Graduate School by December 1st:

1. **At least three (3) letters of recommendation** from individuals who are familiar with the applicant's academic work'
2. **A sample (10-15) pages of the individual's written work**, signaling the applicant's aptitude for graduate work'
3. **Cogent (1-2) pages personal statement** from the applicant indicating the individual's reasons for pursuing graduate study; and
4. **Undergraduate and graduate transcripts** from all institutions that the individual has attended; and
5. **TOEFL scores** from non-native English speakers.

Please note that the GRE is encouraged, but not required to be considered for admission to the PhD Program.

The application process should be done through Graduate School.

C. Course of Study

1. First Three Semesters

Upon admission to the program, students are expected to consult with the Director of Graduate Studies about the department's expectations of them, as well as elucidate their own expectations of the department. The department expects reciprocal respect from all members of its intellectual community. It is committed to fostering and maintaining a collegial atmosphere in which ideas are sifted and winnowed without intimidation or fear of reprisals. It expects the highest standards of conduct from its faculty and students and is committed to nurturing the intellectual and personal integrity of its faculty and students. Upon entrance each student is assigned a provisional advisor. The provisional advisor will work with the student in conjunction with the Graduate Studies Director during the first year of study. Students must secure a major advisor by the end of the third semester.

The Comprehensive Examination²

After the second semester, students are required to take and pass the department's graduate student Comprehensive Examination (written and oral) to continue their studies toward the PhD degree. **There are no exceptions to this requirement.** Details on student accommodations are presented in **Appendix E**.

The written examination is based on the graduate level **Forms of Reasoning** courses.

² See Appendix D for detailed information on the administration of the exam.

Forms of Reasoning Courses: (12 Credits)

Course	Credits
AFRIC 700: <i>Foundations a Theories in African and African Diaspora Studies</i>	3
AFRIC 701: <i>Theories and Methods in Empirical Research in African and African Diaspora Studies</i>	3
AFRIC 705: <i>Normative Theory and Principles of Social Organization I</i>	3
AFRIC 708: <i>Black Literary Theory and Cultural Studies</i>	3

AFRIC 800: *Introduction to Qualitative Research Methods in African and African Diaspora Studies*, 3 credits, *is required* the first semester offered after completing your Forms of Reasoning courses but is not part of your Comprehensive Exams.

The **oral examination** tests a student's ability to think on one's feet before a committee of examiners and articulate lucidly, cogently, and substantively a range of concepts, ideas, hypotheses, theories, and empirical generalizations with which one has had to grapple in one's forms of reasoning coursework.

The **written examination** tests a student's ability to think on one's feet before a committee of examiners and articulate lucidly, cogently, and substantively a range of concepts, ideas, hypotheses, theories, and empirical generalizations with which one has had to grapple in one's forms of reasoning coursework.

Students who pass the comprehensive examination are permitted to continue toward the PhD degree. Failing the examination will result in a recommendation by the department to the Graduate School for the student's academic dismissal. The Comprehensive Examination is not repeatable. Upon successfully passing the Comprehensive Examination, students must secure a major dissertation advisor from amongst the AADS Graduate Faculty. Following the completion of the core courses, students must declare their concentration within AADS as either *Culture & Society* or *Political Economy & Public Policy*. Students will select one of these concentrations by the end of their third semester and will work with their faculty advisor to develop an appropriate program of study.²

Language or Mathematics/Statistics Proficiency:

Students are expected to enter the PhD program with proficiency in a language other than English and/or in mathematics/statistics. This requirement is expected to be fulfilled during the first two years of the program.

In order to demonstrate **math competency**, students must do on of the following:

- Proficiency in mathematics/statistics is indicated by completion of three courses at the upper-division level (numbered 300 and above or requiring junior standing) with at least a B average.
- Pass a math/statistics examination administered by a faculty member at UWM. This requirement may be fulfilled with any number of quantitative

³See Concentration Declaration Application Form attached in Appendix G.

courses taken in other department in the university. A list of UWM courses that may be used to fulfill this requirement is presented in **Appendix F**.

In order to demonstrate **language competency**, students must do one of the following:

- Complete with at least a B average the customary 4 semester 100 & 200 undergraduate level sequence courses to demonstrate language competence. If this requirement was completed at another college or university, the student must submit the relevant official transcripts.
- If your chosen language is French, Spanish, German, or Japanese and the above option (college transcript) is not applicable, you may satisfy the language requirement by passing out of the customary 100 & 200 undergraduate level sequence courses through a placement exam administered by the UW-Milwaukee Testing Center. (Please note, the UWM Testing Center only offers foreign-language placement exams in French, Spanish, German, and Japanese as of Summer 2014)
- Upon verification and approval by the GAC, this requirement could be fulfilled for native speakers of other languages.

Next Four Semesters

The PhD degree requires the completion of 54 graduate credits—48 credits of coursework, and 6 dissertation credits. Students may count up to a maximum of nine (9) credits in dual level, undergraduate/graduate, courses toward the degree. A graduate student who enters the program with a baccalaureate degree and who is able to devote full time to academic study will ordinarily complete the degree in six years or less. The number of credits required for graduation may vary, depending on their academic qualifications upon entry into the program. For students entering with:

- Bachelor's degree: 54 credits – 48 from course work in any of the African and African Diaspora Studies' concentrations and 6 credits for their dissertation.
- Master's degree: a minimum of 27 credits earned from course work and 6 credits for their dissertation. A maximum of 27 graduate credits may be counted towards the PhD if they were earned in courses that are relevant to African and African Diaspora Studies. The relevance of completed coursework will be determined by the GAC.

Students must declare an outside field of concentration. Both the outside concentration itself and the individual courses chosen to fulfill it must be approved by the student's advisor.

Students the following specific course credit requirements as part of their required 48 credits of coursework:

- 21 credits in the student's declared African and African Diaspora Studies concentration (C&S or PE/PP)
- 12 credits in the other (non-declared) African and African Diaspora Studies concentration (C&S or PE/PP)
- 9 credits in a required outside field of concentration (approved by advisor)
- 6 credits of elective courses

No more than 12 of the required 48 credits of coursework may be taken outside the Department of African and African Diaspora Studies.

Transfer Credits: Students may apply to transfer a maximum of 9 credits of previous graduate coursework for which no degree or certificate was earned.

Doctoral Preliminary Examination:

The purpose of the PhD preliminary examination is to test a student's command of the foundations of knowledge in cross-sections of the discipline of AADS .

Accordingly, students will write doctoral preliminary examinations in two of their three fields of concentration (C&S, PE/PP, and/or an outside concentration). Students must pass both of those examinations with a grade of at least a B. The department will award at its discretion, a "pass with distinction," to students who have done outstanding work on the preliminary examination as a whole. To be eligible to take the preliminary exam students must:

- have completed a Preliminary Examination Application;
- be registered and have a GPA of at least 3.0 (B), at the time of the examination;
- have completed all coursework—there shall be no incompletes (Is) at the time of the examination;
- have satisfied the foreign language or mathematics/statistics requirement;
- have fulfilled all residency requirements (continuous enrollment); and
- have secured, in addition to their major adviser, a faculty member from their outside field of concentration.

The preliminary examination in both departmental concentrations will be administered by three (3) members of the department's graduate faculty. Students who choose to include their outside field of concentration in their examination will also have this portion of the exam administered by 3 faculty members (2 in AADS and 1 from the outside field of concentration).

Beginning Fall 2014: The major advisor is the head of the preliminary examination committee. The major advisor will identify appropriate committee members in consultation with the student. The student will contact the proposed committee members to secure their participation. The major advisor and graduate coordinator must approve the student's committee. The student completes the Graduate School's online Doctoral Milestone form regarding the preliminary exam. Exam questions are created and graded by the preliminary examination committee.

Timing: Preliminary examinations are offered either during the week prior to, or the week following, each academic semester (Fall & Spring). The timing of each student's preliminary examination will be determined in consultation with the primary advisor and the PE/PP or C&S graduate faculty committee.

Students must plan well in advance. To be eligible to sit for the preliminary examination, students must file a "Preliminary Examination Application" form at least *six months prior*

to their intended examination date. To remain on the normative time plan, students should take the preliminary exam within one or two semesters of completion of coursework.

Format: The preliminary examination is a take-home examination. Students have exactly seven (7) days to complete the preliminary examination. Should a student fail one or both written examinations, an opportunity to retake them/it in the next examination cycle will be given. Failure of an examination by the student at this time will result in a recommendation to the Graduate School for the student's academic dismissal. Students who pass the preliminary examinations shall proceed to prepare a dissertation prospectus.

NOTE: According to the Graduate School's requirements, the preliminary examination must be taken within five years of enrollment in the PhD program by students. This is a Graduate School requirement.

2. **The Final Five Semesters**

After successfully completing the preliminary examination, students are expected to make one (1) presentation to the department's faculty as a whole in the **Departmental Faculty Colloquium Series**. The purpose of the presentation is to:

1. refine a student's knowledge of a given subject;
2. socialize students in the rigors of making a scholarly presentation on one's research before future peers; and
3. prepare students for the demands of interviews for future jobs.

Dissertation Committee:

For cohorts entering *on* 2014/15 academic year *or* thereafter, dissertation committees must meet both program and graduate school requirements. Below is an outline:

- four (4) dissertation committee members are required,
- one (1) of whom may be external to UWM
- at least two (2) members must be AADS faculty (this can include an affiliated faculty member).

Dissertation Prospectus:

Prior to undertaking research for one's dissertation, a student is required to prepare a dissertation prospectus/proposal, with the advice and consent of their adviser and Dissertation Committee. It must be emphasized here that a student's adviser is absolutely critical to the successful, and timely, completion of their dissertation.

Approval of the dissertation prospectus ordinarily should occur within two semesters after one's Preliminary Examination. The purpose of the prospectus is to provide the Dissertation Committee with a conceptual and methodological framework of a student's proposed dissertation. The prospectus—which should be approximately 25-30 pages that is 7,500 to 9,000 words—is designed to assist a student in clarifying their own

thoughts in regard to a research agenda that they intend to pursue. It must frame lucidly and cogently a specific subject on which the student plans to do original research, methods of inquiry, as well as how that research will be executed, for example, the collection of data/evidence. A student is required to work closely with their adviser in the preparation of the prospectus. The prospectus also must include an abstract of the individual chapters of the proposed dissertation. The committee may require a proposal hearing before giving final approval. Once a student's Dissertation Committee has approved the prospectus, **the** student may begin work on the dissertation proper.

For more information about the Proposal Hearing, please visit See the **Milestones of Doctoral Study** Section of the Graduate School's [website](#).

Dissertator Status:

According to the Graduate School doctoral requirements a student is eligible to become a dissertator when they have:

1. completed all major and minor course requirements;
2. passed the doctoral preliminary examination;
3. submitted a dissertation topic summary or proposal hearing form to the Graduate school;
4. met residence requirements;
5. cleared incomplete and "progress" grades/reports in non-research courses;
6. achieved a 3.0 or higher cumulative GPA;
7. completed the language requirement (if required); and
8. completed other departmental requirements (if any).

Students must submit an application for Doctoral Dissertator Status for this information to be verified and approved by the Graduate School and their graduate program unit. They must submit the form before the semester begins.

Dissertation:

The dissertation, representing original research, must be of publishable quality, and it is the responsibility of a student's adviser and dissertation committee to assure that this is so. Typically, dissertations go through several drafts, and so there is a crucial reciprocal responsibility here. It is the student's responsibility to keep in good contact with his or her adviser during the dissertation writing process in order to keep the adviser up-to-date on the student's progress.

In order that students undertaking research which utilizes human subjects not be delayed unduly in the execution of their plans, they **are required** to work closely with their advisers to have that portion of their proposed research approved by the Institutional Review Board (IRB) **before any research is initiated**. Any research with human subjects conducted without IRB approval cannot be used in a dissertation. Prior IRB approval is imperative.

In the semester that a student expects to complete their dissertation, they shall submit to the Graduate School an application for doctoral graduation. Once a student's

dissertation has been approved by their adviser and Dissertation Committee, the document, in approved Graduate-School format, is ready to be filed with the Graduate School. An oral defense of the dissertation is required.

For more information about the defense process, please visit the doctoral section of the Graduate School's [website](#).

Time Limit:

It is expected that students entering the program with a baccalaureate degree should normally complete their PhD degree within six (6) years. However, because circumstances beyond a student's control may prevent completion of requirements according to this timeline, students will be granted a maximum of ten years to complete the degree.

D. Placement

Faculty work to assist students to be highly competitive in an extremely competitive marketplace by helping them to write superb dissertations, attend and read papers at professional conferences regularly, and publish one or more papers in refereed journals.

A student's dissertation adviser has an especially important role to play in helping the student to develop networks of relationships nationally by exposing them to colleagues at national and regional conferences, and through joint publications in refereed journals. It is crucial for faculty members to call out to colleagues around the American academy and in Canada, as well as elsewhere, dissertators who would make strong additions to their respective departments and institutions. But placement in academic institutions is not the only option for dissertators. A range of opportunities is open in both the public and the private sectors of the society, and it is the responsibility of a student's dissertation adviser, the Director of Graduate Studies, and the faculty at large to keep abreast of those opportunities in relation to the specific competencies of given students, and assist in every way possible to link up those students with the available opportunities. Students, of course, also have a responsibility to seek out opportunities by themselves.

The Director of Graduate Studies coordinates the department's placement activities. As the placement coordinator, the Director of Graduate Studies will hold meetings with dissertators about interviewing to academic, as well as non-academic, jobs; assist them in the preparation of attractive, compelling curriculum vitae; hold mock interviews; help them in preparing distinctive letters of application; and alert them to the importance of securing letters of recommendation that call out their particular strengths and distinctiveness. Students who plan to enter the job market in the fall should have their dossiers (curriculum vitae, transcripts, samples of their writing, and a statement of their individual strengths) filed with the Director of Graduate Studies by the end of summer.

II. PROGRAMS OF STUDY FOR THE MA in AADS

The master's degree (MA) in African and African Diaspora Studies (AADS) has been designed to fulfill two main objectives. Students may use this as an academic preparation to prepare them for further studies in the pursuit of terminal degrees in a field of their choice. Alternatively, students may also use this program to prepare for professional careers in public and/or private organizations, including nonprofits.

Doctoral Students who decide to leave the PhD in AADS may elect to exit with a terminal master's degree. This option is available to students who have completed enough credits to meet the requirements for an MA degree in AADS.

A. Curriculum

The MA program in AADS is a two-year interdisciplinary graduate degree that offers students the opportunity to develop strong theoretical knowledge, receive training in research methods, compare multidisciplinary analytical frameworks, while mastering the broad fundamental principles that guide the field of AADS. Students can specialize in various fields of engagement involving a wide array of subjects relating to Africa, and the African diaspora, including economic development, race/ethnicity, history, public policy, culture, gender, and sexuality, and more.

Graduates in AADS can pursue or advance careers in education, government, public policy, administration, social work, and other non-profit and public policy enterprises, including non-governmental organizations (NGO's). Graduates will be prepared to enhance the understanding of diversity within their profession; to develop public policies germane to target populations researched; to address issues affecting people of African descent; and to provide education and career development in communities of African descent.

B. Admission Requirements

Applicants must meet Graduate School requirements plus the following departmental requirements to be considered for admission to the MA program:

1. undergraduate or graduate degree with a minimum GPA of 2.75;
2. a personal statement of purpose/interest;
3. a writing sample; and
4. two letters of recommendation

Please note that the GRE is encouraged, but not required to be considered for admission to the MA program. If students have not completed the GRE before the application deadline but have scheduled their test date, they may submit their application to the Graduate School with their scheduled GRE test date and then send the scores to the department.

Applications should be done through the Graduate School website and must be completed by January 31, 2020 be considered for early admission.

C. Coursework

After completing the required coursework, students may elect to write a thesis or embark on an MA project. The MA program in AADS is designed to be completed in two years for full-time students. Students are required to complete a total of 30 credits – 24 credits of coursework and 6 for thesis/project. At least fifteen (15) credits of over coursework must be taken at the 700 level or above.

In the first year, full-time students are required to complete 12 credits of the **Forms of Reasoning** courses.

Forms of Reasoning Courses: (12 Credit Hours)

Course	Credits
AFRIC 700: Foundations a Theories in African and African Diaspora Studies	3
AFRIC 701: Theories and Methods in Empirical Research in African and African Diaspora Studies	3
AFRIC 705: Normative Theory and Principles of Social Organization I	3
AFRIC 708: Black Literary Theory and Cultural Studies	3

In the **second year**, students are required to complete 12 credits as follows:

1. 6 credits from the department’s graduate courses
2. 6 credits from other departments

Upon completion of this coursework or beginning the summer after the second year of coursework, students will undertake a 6-credit master’s thesis or project.

D. Option A: Thesis

(1) Preparing a Thesis Proposal for Your Thesis Proposal Defense:

.A student selecting the thesis option must write a comprehensive thesis proposal that should normally include the following:

- Concise statement of the problem being investigated
- Description and justification of the theoretical model adopted for the study
- Critical review of the literature of direct relevance to the topic
- Statement on the significance of the research
- The methodology to be used in the investigation
- A description of anticipated results/findings
- A comprehensive bibliography

The proposal should be submitted to your advisor at least two weeks before the thesis proposal defense that you have scheduled. They may ask you to revise the proposal

before the formal proposal defense takes place. At the proposal defense, your advisor and other committee members may ask you to clarify your research plans and suggest further revisions. Your committee will decide if the proposal is acceptable.

(2) Thesis Requirements:

An AADS thesis must be an original piece of africanological research based substantially on primary sources. Theses are typically average around 50 pages in length, but they can be longer or shorter depending on a variety of factors. At least 4 weeks before the last day of classes during the semester in which a degree is to be awarded, you should submit a complete thesis to your committee. The final thesis, after approval by your committee, must be formatted according to the Graduate School guidelines.

(3) Oral Defense:

You must also schedule and pass an oral examination in which you defend your thesis. The oral defense usually lasts one to two hours and should be scheduled in consultation with your advisor after you submit a completed thesis to your committee. The defense should occur no later than two weeks prior to the expected date of graduation.

After the oral exam students will then need to complete any revisions required by the committee prior to uploading their thesis to ProQuest through UWM [ProQuest "ETD" Administrator" website](#) by the published Graduate School [deadline](#).

E. Option B: The MA Project Option (Non-Thesis Plan)

The master's project option is a culminating assessment tool that allows students to demonstrate the research skills and knowledge they have gained through their master's studies, upon approval from their advisor. While master's projects are usually scholarly papers, projects may conform to other genres of writing, depending on plan requirements and the expectations of the

F. Master's Examination Committee

A Master's Examination Committee should be set up by the student with the help of their academic advisor and meet the following program requirements:

- Three members are required.
- Two (2) of whom must be AADS graduate faculty
- Affiliated faculty may serve as chair

The oral exam covers the master's thesis or project. For students pursuing the MA project option they *do not have to follow Graduate School format requirements for the master's thesis or submit their projects to the Graduate School*. Students just need to pass their project's oral exam by the end of the semester.

IV. Student Funding Opportunities

A. Financial Support, Including Full Tuition Remission for PhD Students*

***NOTE:** Because of budget limitations, the department does not offer assistantships or tuition remissions to students in the master's program in AADS. However, students in this program are eligible to apply for DGSF and AOP Fellowships.

The Department of African and African Diaspora Studies strives to provide funding for as many of its graduate students as it possibly can. All first-year, full-time PhD students are fully funded. Continuing students are encouraged strongly, and are assisted by the faculty, to apply for extramural funds. Moreover, the department works hard to provide, but cannot guarantee, funding to underwrite the cost of basic living expenses, plus tuition and fees for all of its full-time students through the on-time completion of the preliminary examination, that is, the fourth year. Teaching assistantships and fellowships are the primary means through which full-time students are funded.

Dissertators are expected to seek extramural funding, as well as enter campus-wide competitions for dissertation funds.

On a competitive basis, and when funds allow, the department will also provide limited support to students for research-related expenses, as well as the cost of travel to professional conferences to deliver papers. When funds allow, some support also may be afforded students to attend professional conferences for the purpose of securing employment, once their dissertations are nearing completion.

B. Teaching Assistantships

AADS can guarantee 3-4 years of funding for students in the PhD program. Most admitted PhD students are funded via academic year Teaching Assistantships, which require approximately 20 hours of work per week. In addition to their stipends, these appointments include full remission of tuition (both in-state and out-of-state tuition), as well as benefits such as low-cost health insurance. Some PhD students may also be funded through Research Assistantships or Project Assistantships (which also typically require 20 hours of work per week).

Teaching assistants will be evaluated in the spring of each academic year by classroom visitations, student evaluations, and self-evaluations. Reappointments are contingent on those evaluations. **See appendices B & C for more information on Teaching Assistantships.**

C. Chancellor's Awards

Chancellor's Graduate Student Awards are offered to newly admitted PhD and returning students each year. Generally incoming students receive higher awards than returning students. These awards are meant to supplement teaching assistantship stipends. No application is needed to be considered for a Chancellor Award.

D. UWM Intramural Graduate School Fellowships*

The Graduate School currently offers fellowships for full-time study, each with a monthly stipend for the academic year, coverage of in-state tuition and remission of out of state tuition (for students who are not Wisconsin residents), and eligibility of state-sponsored health insurance. Fellowship recipients are responsible for paying segregated fees.

The Graduate School currently offers [five intramural fellowships](#), as follows: (put footnote directing students to graduate school website).

1. UWM Distinguished Graduate Student Fellowship (DGSF)

Each year, the department nominates a small number of outstanding current master's and PhD students for the UWM DGSF competition. The DGSF is a one-year, non-renewable fellowship. The academic-year stipend is \$15,000. Fellows receive full tuition remission and are eligible for health benefits. In addition, Fellowship recipients may benefit from a \$1,000 travel award that will accompany each fellowship award. [Click here for more information.](#)

2. UWM Distinguished Dissertation Fellowship (DDF)

Each year, the department nominates a small number of outstanding advanced doctoral students for the UWM DDF Fellowship competition. The DDF is for UWM PhD students who have either achieved dissertator status or will achieve dissertator status during the award year. The DDF is a one-year, non-renewable fellowship. The academic-year fellowship stipend is \$16,500. Fellows receive full tuition remission and are eligible for health benefits. In addition, recipients may benefit from a \$1,000 travel award that will accompany each fellowship award. [Click here for more information.](#)

3. UWM R1 Distinguished Dissertation Fellowship (R1 DDF)

Each year, the department nominates a small number of outstanding current PhD students for the R1 Distinguished Dissertation Fellowship award (R1DDF). The R1DDF is intended to support UWM's R1 status by supporting PhD students who plan to finish and defend their dissertations and complete all the requirements for the PhD degree during the 2020-21 award year. The R1DDF is a one-year, non-renewable fellowship. The academic-year fellowships stipend is \$16,500. Fellows receive full coverage of resident tuition and remission of non-resident tuition and be eligible for low-cost comprehensive health insurance. [Click here for more information.](#)

4. UWM Advanced Opportunity Program (AOP) Fellowship

Each year, the department nominates a small number of outstanding master's and PhD candidates for the AOP Fellowship competition. The AOP Fellowship is for new and continuing qualified UWM graduate students who are: members of groups underrepresented in graduate study, first-generation college graduates who were eligible for Pell Grants or considered "high financial need.", or students with disabilities. The AOP fellowship is renewable for up to two years for master's students and up to three years for doctoral students, subject of biennial grant

renewal by the State. The academic-year fellowship stipend for is \$15,000. Fellows receive full tuition coverage and are eligible for health benefits. In addition, Fellows may benefit from a one time, non-renewable \$1,000 travel award that will accompany each fellowship award. [Click here for more information.](#)

5. UWM R1 Advanced Opportunity Program Fellowship (R1AOP)

Each year, the department nominates a small number of outstanding PhD students for the R1 Advanced Opportunity Program Fellowship (R1AOP). The R1AOP is intended to support PhD students who are eligible for AOP funds and who plan to finish and defend their dissertations, complete all the requirements for the PhD degree during the 2020-21 award year, and graduate by the end of that year. The R1AOP Fellowship is a one-year, non-renewable fellowship. Students are nominated for this award by their programs and compete with other nominees from across the university. Major advisors must certify that their nominees are expected to complete the degree by the end of the award year. Fellowship award decisions are made by a university faculty committee. Fellows will receive a stipend of \$16,500, full coverage of resident tuition and remission of non-resident tuition, and low-cost comprehensive health insurance. [Click here for more information.](#)

We encourage students to apply for extramural funding. Students can get assistance from in locating funding sources through their advisors and with the grant office.

*Prospective students can apply for Graduate Schools fellowships while waiting to be admitted to the MA or PhD program.

*Students who are currently enrolled in the AADS graduate program should apply by the *departmental* application deadline, if earlier than the Graduate School's deadline.

E. George & Winston Van Horne Prize Award

Each academic year, on the advice of the GAC the department may award a certificate and price of \$1,250 to a full-time, second-year student who performed exceptionally well on the Comprehensive Examination, if funding allows.

V. OTHER IMPORTANT INFORMATION

A. International Student Resources

The University of Wisconsin-Milwaukee is a highly culturally diverse university. The Department attracts faculty and students from all over the world, including Nigeria, Ghana, Uganda, Ethiopia, the Democratic Republic of the Congo, Brazil, and Haiti.

For information about international admissions, please visit UWM's [Center for International Education](#) website. There, you will find information on student visas, general application requirements, housing arrangements, international student orientation information, and more.

Official Transcript(s) & Degree Certificates from Post-Secondary Institutions:

Applicants must submit academic records from all post-secondary (university or college) education (university or college) whether or not the program was completed. For your application, you will be able to upload unofficial versions of your transcripts. If admitted, you will be required to submit an official version of your final degree-bearing transcript.

Official records must be submitted in native language and must be accompanied by an official translation. [Click here for further instructions about submitting transcripts.](#)

Related Links:

[International Student & Scholar Services](#)

[English as a Second Language \(ESL\)](#)

B. Course Substitutions

Students, in consultation with their advisors, should plan a course of study commensurate with their interests and departmental strengths, and fulfill requirements from available course offerings. If course offerings do not remotely match a student's interests, a student and their advisor can approach the Director of Graduate Studies with a proposed alternative that would give the student an opportunity to pursue such interests. The Director of Graduate Studies will decide whether to grant the student's request to substitute a course for a colloquium or seminar. Students may appeal this decision to the GAC.

C. Departmental Organizations

Graduate Affairs Committee. This Committee is made up of faculty members, the Director of Graduate Studies, and the Chair of the African and African and African Diaspora Studies Program. It reviews policies relating to the Department's graduate program and curriculum. The Committee also screens and selects teaching assistants and makes recommendations for Graduate School fellowships.

Director of Graduate Studies. The Director serves as a general advising source for graduate students and supervises the selection, appointment, and evaluation of teaching assistants.

Executive Committee and Departmental Meetings. The Executive Committee includes all tenured faculty and makes all personnel decisions. At monthly Departmental meetings, all faculty members make decisions regarding Departmental policies and programs.

D. Student Organizations—Africology Now

The Africology Now Club provides an informal setting for academic and social activities. Club members, as well as faculty and staff, meet regularly to engage in peer tutoring, exchange creative writing, plan trips and “get togethers”, discuss career opportunities, and publish newsletter. The newsletter announces upcoming events, provides information about employment opportunities, lists recent graduates, and publishes short works by students. For more information, please contact faculty club advisor, Dr. Ermitte Saint Jacques at saintjac@uwm.edu or club president, Jackline Kirungi, at jkirungi@uwm.edu.

E. Tips for Excellence

Use E-Mail. The Department keeps graduate students informed of upcoming deadlines, course information, fellowship opportunities and other matters through its e-mail listserv, “afrigrad-list@uwm.edu.” UWM e-mail accounts are automatically created for new students. The Department will send information to students only at your UWM e-mail address, so please check it regularly. For general questions about the University’s e-mail policies and procedures, write to help@uwm.edu.

Check the Web. The Department’s [website](#) contains useful information such as faculty biographies, course descriptions, departmental policies, and links to other resources. Visit the Graduate School Website. Familiarize yourself with Graduate School Website. Familiarize yourself with the Graduate School [academic policies and procedures](#). There are also essential “toolboxes” for both [master’s](#) and [doctoral](#) students, covering topics ranging from degree requirements and the [milestones](#) towards the completion of your degree, to how to format your thesis or dissertation, or request a copy of your transcript.

Know the Faculty. Meet and talk with faculty members who share your research interests. Learn what they teach and what their areas of scholarly interest are.

Meet Regularly with Your Advisor. You should meet with you advisor at least twice per semester.

Know Your Fellow Students. Talking about common intellectual and professional interests with fellow students is one of the great advantages of graduate study. Your peers are also invaluable sources of information about the experience of graduate study.

Attend the Departmental Colloquium, Special Lectures, and Social Events. Graduate school should be a place where you form many long-lasting professional relationships. Attending extracurricular department events—such as the monthly AADS

seminar series guest speakers, and afternoon “brown bags”—provides occasions to connect with peers, get to know faculty, learn about current happenings in the field of African and African Diaspora Studies and so much more.

Do Not Specialize Too Early. Resist the temptation to specialize early. Your experience should be broad and general, especially early on. Coursework provides an excellent opportunity to develop and explore intellectually. As you get close to your Master’s thesis, preliminary examination, or other final project, talk to your advisor about narrowing your interests.

F. Afterword

This handbook has been prepared for the purpose of providing graduate students with clear and distinct markers concerning the department’s expectations of them, and reciprocally, what they should expect of the department. *It will be revised from time to time with input from faculty and students.* In the meantime, each student should consult it regularly, along with their adviser and the Graduate Coordinator. The faculty trusts that you will have a highly productive and satisfying six-year stay in the department.

APPENDICES

APPENDIX A:

The Graduate Appeals Process

Federal law and UWM policy require programs and departments to have procedures for graduate students to appeal academic decisions such as grades or scholastic standing. These procedures ensure the protection of students' rights. This section serves as a reference on procedures for graduate student academic appeals.

Although individual programs and departments must comply with the fundamental aspects of the three-step procedure described below, the composition and formality of their committees may differ. In all cases, the final authority of graduate student appeals is the Dean of the Graduate School.

Appeals of academic decisions proceed through a three-step procedure beginning in the student's program or department and ending with the Dean of the Graduate School. Appeals of an academic decision (e.g., grades, academic dismissal, outcome of master's degree capstone requirement, outcome of doctoral preliminary exam) must follow this sequence:

Step One-

Within 30 working days of the action that prompted the appeal, the student appeals to the faculty member or faculty/staff body responsible for making the initial decision. This appeal must be made in writing and should contain substantiating reasons for the appeal, a request for a specific remedy, and a rationale for the remedy sought. If the decision is negative and the student requests written notification, the faculty member or body must provide the student with a written statement of the reason for the adverse decision.

Step Two-

If the Step 1 decision is not in the student's favor, the student may, within 10 working days of receiving the decision, appeal to the committee designated by the graduate faculty of the student's program to hear appeals. The appeal must be made in writing and should contain substantiating reasons for the appeal, a request for a specific remedy, and a rationale for the remedy sought. If a Step 2 committee member was involved in making the Step One decision, he or she must be replaced on the committee according to established program appeal procedures. If necessary, the dean of the school or college in which the program is located may appoint replacement committee members. If there is no committee established to hear a step 2 appeal, school or college dean should appoint an ad hoc committee to handle the appeal. The student will receive written notification of the outcome of the Step 2 appeal.

Step Three-

If the Step 2 decision is negative, the student may, within 10 working days of receiving the decision, appeal to the Dean of the Graduate School. The appeal must be made in writing and should contain the reason for the appeal, substantial evidence in support of the appeal, and the solution sought. The appeal should be sent to the appropriate Graduate School Associate Dean.

[Click here for more information about the Graduate Appeals process.](#)

The associate dean contacts the appropriate department or program and requests all pertinent documentation regarding the appeal. For this reason, departments and programs are urged to:

- Notify students in writing about department or program appeal procedures and the scheduled meeting of the appeal body.
- Maintain complete and legal minutes of the Step 2 appeal meeting (see section ii).
- Inform the student in writing of the outcome of the appeal.
- To ensure that students receive correspondence regarding appeals, and to avoid claims of non-receipt, it is recommended that all materials be sent to the student by certified mail, return receipt requested.

The associate dean reviews the documentation and forwards the appeal with a recommendation to the Dean of the Graduate School.

The Dean of the Graduate School is responsible for reviewing an academic appeal for procedural fairness and maintaining and protecting the rights of the graduate faculty. The Step 2 decision will be subject to reversal if the dean finds that:

- The program or department did not follow proper procedures.
- The student did not have a fair hearing.
- There is evidence of unprofessional conduct on the part of the faculty that materially affected the academic decision.
- Following the Graduate School investigation, the result of the Step 3 appeal will be conveyed in writing to both the student and the unit.

APENDIX B:

Guideline for Teaching Assistants

Graduate Teaching Assistant Position Description

As a Teaching Assistant (TA) assigned to work with an AADS instructor, you are required to assist the instructor by performing teaching-related duties including grading, facilitating discussions, posting grades, and corresponding with students. Your primary function is to assist, support, and facilitate the teaching goals and vision of the instructor. As a TA you are required to abide by the departmental expectations for conduct and work responsibilities.

Tasks and Responsibilities Training:

- Attend Graduate School sponsored workshop for TAs.
- Get training for Canvas from Center for Excellence in Teaching and Learning (CETL).
- Become familiar with syllabus and read course materials in timely manner.
- Meet with course instructor for course-specific instructions upon request of instructor.

Grading and Student Interaction

- Grade course assignments including homework, class work, and exams according to grading instructions or rubrics given and explained by instructor.
- For online courses, TAs must grade weekly assignments and post grades each week unless the instructor indicates otherwise.
- Report student plagiarism/cheating to instructor.
- Create office hours for meeting with students. Submit these hours to the instructor for approval and attend your office hours faithfully. If you must cancel your office hours due to an emergency, please notify the instructor and the students at least a day in advance.
- Respond to student queries within 12 hours. You may want to set up a time when you answer student queries in order to maintain appropriate boundaries with students. For example, respond to email queries in a timely manner but you may not want to respond immediately. Immediate responses give students a sense that you are at their beck and call. Another advantage to staggering your responses is that you may find as you wait to answer a message that many students have the same question. Rather than answering the question individually it may be best to send a clarification to the whole class, some of whom may have been too shy to write.

Discussion

- As a discussion leader it is your responsibility to reinforce course lessons. This means discussion activities are to be geared toward encouraging students to explore the current class topics through open discussion. TAs are to lead discussions, not lecture. If you need help with coming up with activities for leading discussion, please consult the instructor and draw upon materials provided by (CETL). Remember you are there to encourage critical thinking rather than to give the students answers. This should be your mindset when leading discussions and when answering question relating to homework etc.
- You are to be present at all your scheduled discussions. It is prohibited to make arrangements for a substitute or change the discussion schedule without consulting the instructor. Faculty will try to accommodate needed changes for professional reasons, e.g., academic conference participation, etc.
- Be aware that the course instructors may stop in during discussion sections periodically to monitor progress and give some tips.
- If students have questions you cannot answer, do not worry. Simply make a note of those questions and refer them to the instructor who can address them in the next lecture or simply give you advice on how to respond during the next discussion section.

Lecture

- As a TA you must attend all lectures unless excused by professor for specific lecture. While attending lecture you must be engaged in listening or assisting the instructor. This allows the TA and professor to be in synch in terms of teaching priorities. It is inappropriate to read or work on other homework during lectures.
- You will be called upon to help proctor exams

Renewal of TAs hip

TAs hip assignments are a privilege and subject to departmental evaluation and renewal on a semester-to-semester basis.

- If there are problems relating to TA conduct or fulfillment of responsibilities the TA will be asked to meet with the instructor.
- If problems persist the TA will meet with the departmental TA committee and the situation further monitored and assessed according to standards of responsibilities and conduct outlined above.
- The committee will decide whether the TA should be recommended for additional semester as TA for the department.

Links for TAs

[\(CETL\) TA Orientation](#)

[Graduate School Professional Development Workshop Series](#)

[Graduate Assistant Policies and Procedures](#)

APPENDIX C:

Guidelines for TA Instructors (teaching their own courses)

Each student instructor will be advised a faculty mentor to assist them in teaching their own course for the first time. The following guidelines are meant to provide support and assistance to student instructors by assigning a teaching mentor and identifying the excellent teaching resources available on campus. They are also meant to provide a timeline so that student instructors have adequate time to plan, organize and conduct their own course without becoming overwhelmed. *The dates listed correspond to fall/spring semesters respectively.*

1. Student instructors are required to attend a Center for Excellence in Teaching and Learning (CETL) professional development short course. If no available sessions are scheduled, student instructors should schedule a one-on-one appointment to go over information contained in the professional development course by July 1/October 1
 1. Be sure to ask for materials covered in the CETL courses to help you to begin planning your syllabus.
2. Student instructors will create a course syllabus and schedule a one-on-one with someone in CETL to review and revise it by July 31/October 31.
3. Student instructors will provide a course syllabus to faculty instructor by August 1/November 1. By this point, it should already be revised based on consultations with the CETL. This will leave you time to make further revisions as necessary, or to begin work on writing assignments, rubrics, etc. Syllabus must be approved by your supervising faculty member by September 1/January 1.
4. Faculty mentors will make several visits to student instructor's course for classroom observation, compile reports from these classroom observations and meet with student instructor to discuss observations, to brainstorm and to devise ways to continually improve student learning. One teaching observation will happen prior to Week 7 of the semester (so as to allow the student instructor to incorporate feedback from the faculty mentor and from the CETL mid-semester evaluation) and the second teaching observation will happen prior to Week 14 of the semester (so as to allow student instructor to gather assessment information, if desired, in addition to that provided by the standard end of semester evaluations).
5. Faculty mentors and student instructors will schedule additional meetings as necessary throughout the semester to debrief and to discuss teaching experiences.
6. Graduate Instructors must complete self-evaluations and bring them to each meeting with their faculty mentors.

APPENDIX D:

Comprehensive Exams

Typically, the comprehensive exams will take place during the last couple of weeks of the Spring semester. The written exam is administered first, followed by the orals after a week. The exact dates will be given to the students very early in the semester. The following are some relevant information regarding the exams:

- The written exam will take a maximum of 6 hours to complete.
- Students will be required to answer 3 out of 4 questions from the course courses.
- No notes will be allowed. However, statistical tables and/or formulas will be provided for the question for 701.
- Blue books may be used for jotting down handwritten notes.
- Students will bring their laptop computers to the exam wireless connections must be disabled during the exam. The only open documents should be the Word document for composing selected questions.
- Upon completion of the exam, the student should request that wireless connection be re-enabled. Then the student is required to immediately send their exam document to the provided email address before leaving the room.
- The oral exam will be based on themes covered in the core courses, elaborating on their addressed in the written section.
- The oral exam will take about 45 minutes and covers, primarily, the questions answered by the student in the written exam.
- The oral exam will take the format of a discussion with students facing a committee of professors based on the questions answered in the written section.

APPENDIX E:

Graduate Student Accommodations

It is the responsibility of the student to ensure that the department has all the relevant official information on any accommodations they may need. To this end, students are advised to go to the Accessibility Resource Center (ARC) to meet with a counselor who will help them determine and develop desired plans that will subsequently, be shared with the department.

People usually associate ARC and accommodations with hearing and sight impairment but they also help students with documented conditions such as depression, dyslexia, epilepsy, ADD and other conditions that might hamper learning or performance.

For more information on the services provided by the ARC, student can go to <https://uwm.edu/arc/services-and-acomodations/>

Accommodation Procedure

1. Student meets with ARC counselor for initial interview.
2. During the initial interview an Accommodation Plan is developed. (This plan lists the accommodations the student is eligible to receive.)
3. Immediately following the initial interview the student receives an electronic copy of the Accommodation Plan
4. Student shares the Accommodation Plan with each instructor electronically via email or in print during instructor office hours.
5. Students are encouraged to discuss accommodations for each course with their instructor(s)

Exam/Quiz Accommodations

Testing accommodations may include extended time, a separate room, alternate formats, etc. The preferred location for the administration of an exam is within the instructor's department. If the department does not have the resources such as a quiet testing room, or staff to proctor extended time, or when technology or a format change is required for the student to take an exam, then the student may take the exam at the Accessibility Resource Center (ARC).

APPENDIX F:

UWM Courses that can be Taken to Fulfill the Statistics Requirements Referenced in the Graduate Handbook*

To meet the criteria for the statistics requirements in the graduate handbook with UWM course credit, student must complete the terminal course in one of the following sequences:

Anthropology

ANTHRO 568: Introduction to Anthropological Statistics (U/G)

Economics

ECON 210: Economic Statistics

ECON 310: Research Methods for Economists (U/G)

Geography

GEOG 247: Quantitative Analysis in Geography

GEOG 547: Spatial Analysis (U/G)

History

HIST 595: The Quantitative Analysis of Historical Data (U/G)

Political Science

POL SCI 390: Political Data Analysis (U/G)

Psychology

PSYCH 210: Psychological Statistics

PSYCH 510: Advanced Psychological Statistics (U/G)

Sociology

SOCIOL 261: Introduction to Statistical Thinking in Sociology

SOCIOL 461: Social Data Analysis Using Regression (U/G)

*This list may not be exhaustive, as new courses or special topic courses are created regularly. If you would like to take a course you believe should count toward the Statistics requirement, please consult the Graduate Affairs Chairperson.

APPENDIX G:

***Sample Graduate Forms**

Department of African and African Diaspora

Studies PhD Program

Application for PhD Candidacy

Student Name: _____

Email Address: _____

Dissertation Credits Completed:

Semester	Number of Credits

Dissertation Title:

Student Signature: _____ Date: _____

For Department Use: (To be completed by student's advisor)

Verified by:

Application Status

Approved:
below)

Denied: (Explain

Comments:

Department of African and African Diaspora Studies
 PhD Program
 Concentration Declaration Application Form

Student Name: _____

Email Address: _____ Date: _____

Date of Initial Enrollment: _____

Concentration: (Please check desired major)

Culture and Society

Political Economy / Public Policy

Student's Signature: _____ Date: _____

Advisor's Signature: _____ Date: _____

Department of African and African Diaspora Studies
 PhD Program Preliminary Examination Application

Student Name:

Email Address:

Proposed Exam Date:

Item	Description	Number of Credits
Declared concentration		
Subfield in concentration		
Outside concentration		

I certify that all required course work has been successfully completed.

Student Signature:

Date:

For Department Use: (To be completed by advisor)	
Verified by:	
Application Status	Approved: <input type="checkbox"/> Denied: <input type="checkbox"/> (Explain below)
Comments:	

Department of African and African Diaspora Studies PhD Program
 Concentration Declaration Application Form

Student Name: _____

Email Address: _____ Date: _____

Date of Initial Enrollment: _____

Concentration: (Please check desired major)

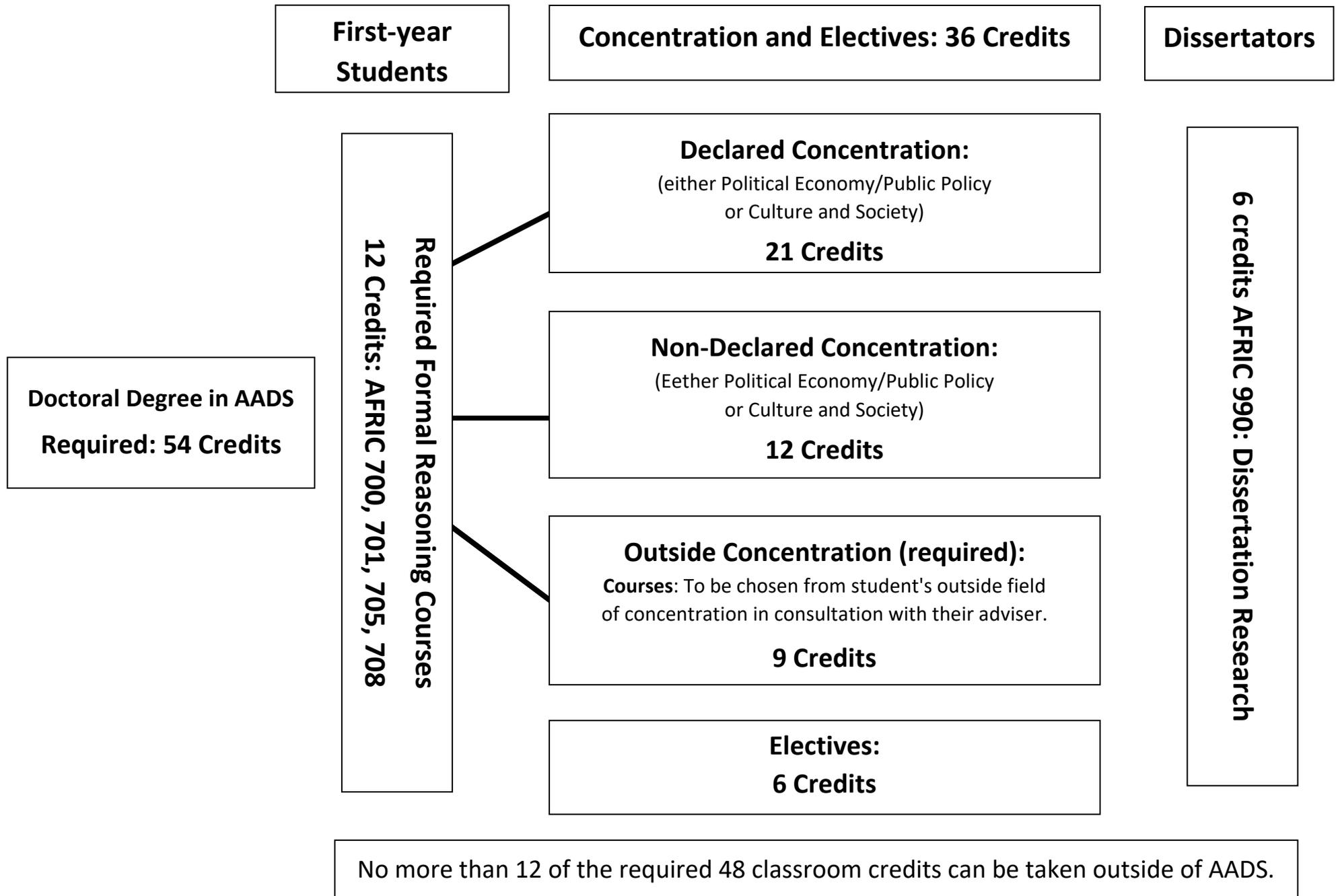
Culture and Society

Political Economy / Public Policy

Student's Signature: _____ Date: _____

Advisor's Signature: _____ Date: _____

APPENDIX H: Flow Chart for African and African Diaspora Studies Ph.D., Fall 2014-Present



Graduate Courses in African and African Diaspora Studies

I. POLITICAL ECONOMY AND PUBLIC POLICY

Graduate Courses

- Afric 701: Theories and Methods in Empirical
- Afric 705: Normative Theory and Principles I
- Afric 706: Normative Theory and Principles II
- Afric 712: Principles of Political Economy
- Africo 801: Advanced Quantitative Techniques
- Afric 812: Political Economy: Advanced Analysis
- Afric 814: Public Policies, Development, and Underdevelopment in Africa & the Diaspora
- Afric 816: Political Economy of Development in African Part I
- Afric 817: Political Economy of Development in Africa Part II
- Afric 819: Political Economy of International Finance and Trade in Africa
- Afric 820: Political Economy of Income and Wealth Inequalities
- Afric 821: Inequality and Race
- Afric 22: Africa and the Changing Configurations of the Global System
- Afric 865: Pan-Africanism
- Afric 799: Graduate Independent Study
- Afric 880: Seminar on Issues in African and African Diaspora Studies (Subtitled)

Undergraduate/Graduate Courses

- Afric 322: Order and Disorder: The Quest for Social Justice
- Afric 325: Political Economy of Africa/China Relations
- Afric 326: Economic Problems of Black Business
- Afric 329: Economic Growth and Sustainable Development in Africa
- Afric 344: Political Movements and Organization in the Afro-world
- Afric 565: Selected Texts/ Topics in African & African Diaspora Studies

II. CULTURE AND SOCIETY

Graduate Courses

- Afric 700: Foundations & Theories in African and African Diaspora Studies
- Afric 708: Black Literary Theory and Cultural Studies
- Afric 709: Critical Literary Theory II: Modern Concepts in the African World
- Afric 800: Introduction to Qualitative Research
- Afric 804: Advanced Qualitative Methods
- Afric 818: Race Matters: Government and Politics in Latin America and the Caribbean
- Afric 834: Seminar in Slavery
- Afric 836: Comparative Social Institutions in African World Communities
- Afric 837: Memory and Tradition: Identity-Making and Memory of the African Diaspora
- Afric 840: Healing Traditions in the African Diaspora
- Afric 845: Race/Ethnicity and the Psychology of Oppression
- Afric 851: African-American Literacy Theory and Criticism
- Afric 852: Folklore in the African World
- Afric 862: Development of African-American Children in Urban and Rural Areas
- Afric 865: Pan-Africanism
- Afric 799: Graduate Independent Study
- Afric 880: Seminar on Issues in African and African Diaspora Studies {Subtitled}

Undergraduate/Graduate Courses

- Afric 311: African Religions Thought and Social Organizations
- Afric 319: History of Blacks in the American City
- Afric 320: Black Cultures in Latin America and the Caribbean
- Afric 321: Black Workers in Technological Society
- Afric 344: Political Movements and Organizations in the Afro-world
- Afric 350: The Black Family
- Afric 411: Change in African-American Communities
- Afric 450: Cultural Transitions: Black Africa and Black America
- Afric 451: Rites of Passage in Black Societies
- Afric 565: Selected Texts/Topics in African and African Diaspora Studies

