

**Howard University
Department of History
Graduate Bulletin**

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Graduate Faculty

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Professor Edna G. Medford (United States)

Professor Daryl M. Scott (United States)

Professor Jean-Michel Mabeko-Tali (Africa)

Professor Nikki Taylor (United States)

Professor Emory J. Tolbert (United States)

Assistant Professor Kay Wright Lewis (United States, African Diaspora, Public history)

Graduate Faculty online: <http://www.coas.howard.edu/history/faculty.html>

Mission Statement

The history department represents a community of scholars committed to seeking truth, increasing knowledge, producing scholarship, and expanding students' minds. The major objectives of the Graduate Program include training professional historians, providing specialized training in the methodology of historical interpretation, and crafting archival research skills as a basis for excellence in professional and scholarly communities.

I Degrees Offered

The Department offers the Master of Arts and Doctor of Philosophy degrees. Students may opt for major and minor fields in United States, African Diaspora, Africa, and Latin American & Caribbean history for the MA and PhD degrees. Students may select Public history as major field for the MA degree or as minor field for the PhD. The excellent research and educational facilities in the Washington DC area - including the Library of Congress, National Archives, and Smithsonian Institution - provide unique research opportunities for graduates in the program. Graduate students may also sample courses in other departments and schools of the University, while the Consortium of Universities of the Washington Metropolitan Area (CUWMA) allows students to select courses offered at nearby institutions <https://www2.howard.edu/academics/exchange/cuwma>

II Admission Policies

Applicants must complete *all required application forms* and submit to the Office of Graduate Recruitment and Admissions the following documents:

A/ Official transcripts from all post-secondary institutions

B/ Three official letters of recommendation

C/ Graduate Record Examination (GRE) scores

D/ Writing sample

E/ Statement of purpose indicating why graduate study at Howard

<https://gs.howard.edu/admissions/admission-requirements>

The Graduate Faculty is charged with reviewing applications and deciding on admissions. This process shall be collaborative and timely in order to attract new graduates to the program. It is the DGS's responsibility to make graduate applications available in a timely manner as well as to inform the Graduate School of the department's decisions. Applicants who have earned a bachelor's degree or its equivalent will be considered for admission to the MA degree program or the PhD degree program if they have completed their major with a grade of B or better and have a cumulative average of 3.0 or better. Non-history undergraduate majors are advised that they will be competing on an equal basis with applicants who have had preparation in the discipline of history and that it may be necessary for them to make up deficiencies or show evidence of comparable mastery.

Students who have done work beyond the BA degree at another university will be considered for admission to the MA or PhD programs if the level of performance has been satisfactory. Upon the Graduate Faculty's recommendation, students may *transfer up to 6 credit hours* of graduate study towards the MA degree or *up to 24 credit hours* toward the PhD degree in history at Howard. The transfer of course credits is arranged between the graduate student and the DGS.

Students pursuing a MA degree in history at Howard University must seek formal admission to the PhD program before continuing work for the doctorate. Students may apply during the semester in which they expect to complete the course work for the MA degree.

Students who have earned a MA degree in history at Howard University must also seek formal admissions to the PhD program before continuing work for the doctorate. The completion of the MA degree does not guarantee admission to the PhD program.

The MA degree is not required for students entering the PhD program, but the candidate must have a *minimum GPA of 3.5*. Students who have earned an MA degree in history at another university will be considered for admission to the PhD program upon submission of proof that work completed for their degree is equivalent to the requirements for the MA degree at Howard, or upon completion of those requirements.

At the Graduate Faculty's discretion, applicants may merit direct admission to the PhD program when not covered by the above. Those seeking consideration under this category should submit relevant career credentials or evidence of exceptional academic performance.

III Financial Aid

There are three major forms of financial assistance available to graduate students.

New applicants are eligible to compete for the *Frederick Douglass Fellowship Award* from the Graduate School. It provides tuition, fees, and a stipend in exchange for weekly service for five years (entering without an MA degree) or three years (entering with an MA degree). These awards are very competitive and University-wide. The application deadline is mid-January.

Graduate Assistantships are awarded annually on a competitive basis. These provide tuition, fees, and a stipend in exchange for weekly service. Applications are due toward the end of the spring semester and processed by the DGS for decision-making by the Graduate Faculty.

Upon admission to candidacy, students whose topics involve overseas research should work with their advisors to submit applications to the Graduate School for the *Sasakawa Young Leaders Fellowship Program*.

Students should consult the Graduate School, their advisors, and the DGS about other possible sources of research funding. For further details see <https://gs.howard.edu/funding-finder>

IV General Requirements

Students are expected to complete the requirements in accordance with the Rules and Regulations of the Graduate School and the Department of History from the date of initial registration in the respective program:

* MA degree within two to three years,

* PhD degree within five to seven years.

Those not graduating within these time frames will be discontinued and no longer eligible for degrees in the Department of History at Howard University.

The Graduate School requires the following number of hours for graduate course credit:

* 30 hours for the MA degree,

* 72 hours for the PhD degree.

All courses numbered 200 and above earn graduate credit. Courses numbered 170 to 199 also earn graduate credit, but only a *maximum of 9 hours earned in courses below 200* will be counted toward the degree.

Credit hours earned *more than five years prior to the term in which the student takes the final oral examination* will not be accepted in fulfillment of degree requirements. Courses can be counted toward the fulfillment of degree requirements only if they are restored with the approval of the Graduate Faculty and the Dean of the Graduate School. The student must pass an examination administered expressly for the purpose of restoration of credits in the course(s) concerned or a comprehensive examination in the field in which the course falls.

Expository Writing Examination (EWE)

In order to become degree candidates, students must first demonstrate proficiency in the English language by passing the EWE. It is recommended that the student register online to take the examination *during the first semester* upon entering the Graduate Program. Information concerning this requirement may be obtained online at <https://gs.howard.edu/students/rules-and-regulations/article-iv-english-competency-and-expository-writing-requirement> Results are automatically forwarded to the DGS.

Responsible Conduct of Research (RCR)

The RCR Workshop is intended to provide students with information on pertinent federal and University guidelines and regulations pertaining to the responsible conduct of research as well as to instruct them in a method of utilizing moral reasoning skills in responding to ethical dilemmas in research. Workshop topics include intellectual property, data sharing and understanding of Institutional Review Board (IRB) policies and procedures, data acquisition and management, and mentoring. The RCR training workshop is a requirement for admission to candidacy. To receive the RCR certificate, students must complete all required training sessions and successfully complete a learning assessment exercise at the end of the workshop. These sessions are now accessible online.

V Coursework

Graduate courses differ in terms of type of training, faculty expertise, and graduate needs. There are four major types of courses offered in the graduate program.

1. Readings:

These courses allow the student to review a given body of historical literature, as directed by the instructor. There may be regular weekly meetings devoted to discussion, explanation, exchange of ideas, and critical analysis of texts. Written reviews may be required, but not a research paper. (*HIST 326, 327 Readings in Selected Periods and Topics in US History, HIST 389 Readings in the African Diaspora, etc.*)

2. Methodology:

These courses are designed to train students in historical writing, interpretation of data, investigative techniques, and research skills (*HIST 200 Historiography, HIST 341 Problems in Latin American and Caribbean History, etc.*)

3. Seminar:

These courses provide the student with an opportunity to conduct archival or documentary research within a given field. There will be weekly meetings of at least two and a half hours throughout the semester, where progress reports and final presentation of research paper will be subject to critical analysis by the group (*HIST 438 Seminar in the African Diaspora, HIST 430 to 433 Seminar in African History, etc.*)

4. Independent:

These courses take two forms-

A/ Readings to help those preparing for the Comprehensive Examination, to fill gaps in their background, synthesize materials, and accumulate historiographical information under the supervision of an instructor. Meetings are arranged on an individual basis (*HIST 480 to 489 Independent Readings.*)

B/ Research to facilitate a student working under the supervision of an instructor, with set specific objectives or goals for the semester. Meetings are arranged on an individual basis. Students will be evaluated on their expected outcomes and progress toward a completed project, thesis, or dissertation (*HIST 490 to 499 Independent Research.*) At the start of Independent Readings and Independent Research courses, the student should file a project description with the DGS by the second week of the semester. The Graduate School accepts a *maximum of 12 credit hours of independent courses for standard grades applied to the GPA. Additional courses are limited to "pass" or "fail" evaluation.*

VI Masters Program

Students require *30 credit hours*. They must choose a major field from those offered by the Department for specialization. Students must also fulfill the foreign language requirement, pass a final oral examination in the major field, and submit the thesis or seminar paper.

Students seeking the MA degree in history have a choice between TWO plans of study, both requiring a total of 30 credit hours.

Plan A requires a minimum of 24 to 27 hours of course work, including one seminar course. It also requires the submission of thesis writing for 3 to 6 credit hours.

Plan B mandates 30 hours of course work, including two seminar courses. One seminar paper is submitted as evidence of mastery in formal research techniques. The student must enroll in the seminar at least one semester before seeking admission to candidacy.

Plan A Schedule

1. Historiography (H200), *3 credit hours*, mandatory, fall semester.
2. Readings and Methodology, *12 credit hours*, major field.
3. Seminar, *3 credit hours*, major field.
4. MA Thesis Writing (H300-301), *3 to 6 credit hours*.

At least 3 credit hours in a thesis-writing course are required for this option. A maximum of 6 credit hours is allowed. A student must continue to enroll in a thesis course as long as University facilities are being used or the thesis supervisor director is advising. Continuing students who have already earned 6 credit hours in 300-301 may enroll in a one (1) credit hour section of the course or audit. Under no circumstances will any student be given credit for more than 6 hours in Thesis Writing. An "I" or incomplete grade is submitted for the course and changed to a standard letter grade after the thesis is presented. (NB: International students and students receiving federal support from the Office of Financial Aid should see the Director of Graduate Studies for additional information regarding alternatives to incomplete grades. It is recommended that these students take HIST 300 or 301 credits in the final semester of the program.

5. Electives, *6 to 9 credit hours*.

A student may select electives from offerings in the History Department or in other departments or schools as long as they are relevant to the student's program. At least 6 hours in one field in history or in one related discipline may be selected as a minor.

Plan B Schedule

1. Historiography (H200), *3 credit hours*, mandatory, fall semester.
2. Readings and Methodology, *12 credit hours*, major field.

3. Seminar, 6 credit hours, major field.

Two seminar courses are required, and least one should be in the student's major field. To fulfill the seminar paper option, the student must offer a paper written for a seminar in the major field of study. *The seminar course for Option B cannot be taken in the same semester in which a request for admission to candidacy is submitted.* The seminar paper written in the major field will be revised for presentation. An "I" or incomplete grade is submitted for the seminar course and changed to a standard letter grade after the paper is presented. (NB: International students and students receiving federal support from the Office of Financial Aid should see the Director of Graduate Studies for additional information regarding alternatives to incomplete grades. It is recommended that these students take HIST 300 or 301 credits, if needed, in the final semester of the program.)

4. Electives, 9 credit hours.

A student may select electives from offerings in the History Department or in other departments or schools as long as they are relevant to the student's program. Six to nine hours in one field of history or in *one related discipline* may be selected as a minor. No elective course can be applied to the requirements in more than one field.

Foreign Language Requirement

A student must demonstrate the ability to read historical materials in *one foreign language*. This requirement may be fulfilled in one of four ways:

1. Passing the standardized test administered by the Educational Testing Service in appropriate language with a minimum score of 470.
2. Having a minor field (15-18 hours) at the undergraduate level in an appropriate language department at Howard University.
3. Passing an examination prepared for the Department of History in consultation with the World Languages and Cultures Department.
4. Earning a grade of B or better in either an advanced level course in an appropriate language or a course in an appropriate language especially prepared by a language department for graduate students.

Admission to Candidacy

A student must be formally admitted to candidacy for the Master of Arts degree. *Application for admission to candidacy may occur after two semesters of residence or 12 hours of course work in the major field*, but a student is not eligible to apply until the thesis or seminar paper topic has been approved in writing and the foreign language requirement fulfilled.

Thesis or Seminar Document and Final Oral Examination

A candidate choosing Plan A must notify the DGS to initiate the process of securing formal approval of the thesis topic from the graduate faculty member who has agreed to serve as the thesis supervisor. In consultation with the thesis supervisor, *the candidate shall request two additional graduate faculty members to serve as readers.* The *thesis supervisor and the two readers* shall constitute the candidate's Thesis Committee.

Following approval of the completed thesis by the Thesis Committee, the candidate will be required to pass a two-hour oral examination that may be administered by the *same three faculty members of which two members should represent the major field and the thesis.* After the oral examination committee

formally certifies that the candidate has passed the examination, the thesis will be submitted to the Graduate School in partial fulfillment of the requirements for the MA degree. A grade change form (Special Grade Report) is filed to replace the “I” incomplete marks given for the MA Thesis Writing credits. (NB: International students and students receiving federal support from the Office of Financial Aid should see the DGS for additional information regarding alternatives to incomplete grades. It is recommended that these students take HIST 300 or 301 credits in the final semester of the program.) Additional information concerning deadlines, format, and other technical details for submission of a thesis is available at the Graduate School.

A candidate choosing plan B must notify the DGS to initiate the process of securing in writing from the professor conducting the selected seminar permission to use the proposed paper for this option. An “I” or incomplete grade is submitted for the seminar course and changed to a standard letter grade after the student presents the revised paper written for the seminar and passes the oral examination in the major field. *Therefore, a seminar course taken in the same semester as the application for admission to candidacy cannot be accepted for this option.* In consultation with the seminar professor, the candidate shall ask another graduate faculty member to serve as a reader. (NB: International students and students receiving federal support from the Office of Financial Aid should see the Director of Graduate Studies for additional information regarding alternatives to incomplete grades. It is recommended that these students take HIST 300 or 301 credits, if needed, in the final semester of the program).

Following approval of the completed paper by the seminar professor and the reader, the candidate will be required to pass a two-hour oral examination administered by a *committee of three Graduate Faculty members, of which at least two should represent the candidate’s major field.* The committee must formally certify that the candidate has passed the oral exam before a grade change is filed to replace the “I” incomplete given for the seminar course.

Deadlines, format and other technical details prescribed by the Graduate School office for a Master of Arts thesis also apply to the seminar paper. Additional information on these matters is available from the Graduate School office or the DGS.

Change of Options

In consultation with the DGS, a student may transfer from one plan of study to another. However, a candidate for the MA degree who fails to complete a satisfactory thesis may not then transfer from Plan A to Plan B, and a candidate who fails to complete a satisfactory seminar paper may not transfer from Plan B to Plan A.

For more information on general requirements for the MA degree, go to the Graduate School website: <https://gs.howard.edu/students/rules-and-regulations/article-v-general-requirements-masters-degrees>

VII THE PhD PROGRAM

Students require *72 credit hours*. These may include credit earned at the MA level. Satisfactory completion of course work is only one of several requirements for the doctorate. Particularly important is the student's performance in the Comprehensive Examination. In addition, students must also fulfill the foreign language requirement, submit a formal proposal for admission to candidacy, write an acceptable dissertation, and successfully defend the dissertation at a final oral examination.

A Fields of Concentration

All students are required to choose one major field of concentration and two separate minor fields. The MAJOR fields are United States, African Diaspora, Africa, & Latin America. The MINOR fields are United States, African Diaspora, Africa, Latin America, and Public history. A student may select from the major or minor fields. *When a student chooses course clusters within the major field in order to concentrate on a special interest, the student continues to be held responsible for the entire field.* (See details on the African Diaspora and Public history programs below)

B Course Distribution

The 72 credit hours required for the doctorate, including credit earned at the MA level, are distributed as follows:

1. Historiography (H200), *3 credit hours*, mandatory, fall semester.

A grade of B or better must be earned. Students receiving a lesser grade will be required to repeat the course until the B is earned. After two attempts, failure to do so will automatically lead to a review of the student's graduate status by the Graduate Faculty.

2. Major field, *12 credit hours*.

A. Readings Courses, 6 credit hours.

Students must take two courses of 3 credits that cover the bulk of the major field.

B. Seminar Courses, 6 credit hours

Students must take two research seminars for three credits each. Students who completed a MA in History at Howard may count one seminar towards this requirement.

3. Minor field, 6 credit hours

Readings Courses, 6 credit hours

4. History 420 - Directed Reading in the Major Field, 1 to 12 credit hours

Open to Ph.D. students only, this course aims to prepare students in a chronological or thematic subfield to sit for their qualifying Comprehensive Examination in their major field. In an effort to gain mastery over the literature in his or her major field, the student will meet with the instructor and agree upon a reading list in the instructor's general area of specialization. The list should reflect scholarship deemed essential for demonstrating competence in the subfield and therefore likely to be reflected on the qualifying examination. Over the course of the semester, the student will meet with the instructor to discuss the readings. Written assignments should aim at assisting students with their exam preparation or in demonstrating a broad knowledge of the field. Course may be taken for a total of 12 hours, but no more than six hours may be taken per semester as well as from the same instructor.

5. Electives

To complete the remainder of their program, students are allowed to take further courses in the following areas with the stipulated credit-hour limitations.

A. Independent Study/Research, maximum 15 credit hours.

This is primarily for students seeking a dissertation topic or conducting dissertation research. When undertaken for dissertation purposes, students will be supervised by their advisor and may take up to four credit hours per semester. Will be taken for “pass/fail” credit. Upon application to the Chairman of the Department and the DGS, students not working on a dissertation may pursue independent study or research under a Graduate Faculty member who agrees to direct the project, establish assignments, and assign letter grades. Under this option, students may enroll for no more than three hours per semester.

B. Lecture Courses, maximum 15 credit hours.

Students may enroll in undergraduate lecture courses at H200 level or above.

C. Courses outside of the Department of History, maximum 6 credit hours.

6. PhD Dissertation Writing (H500-501), 6 credit hours.

All students preparing a dissertation are required to enroll in Dissertation Writing. *No more than 6 credit hours in 500-501 will be counted toward the degree*, but a student must continue to enroll in these courses as University facilities are used and the student is receiving regular supervision in the dissertation.

Continuing students who have already earned 6 credit hours in 500-501 may enroll in a one (1) credit hour of the course. These courses are marked “I” incomplete at the end of each semester and changed only after the PhD dissertation is completed and ready for submission. (NB: It is recommended that international students and students receiving federal support from the Office of Financial Aid take HIST 500 and 501 in the final semester of the program. See the DGS for additional information.)

C Foreign Language Requirement

As part of the requirements for the doctorate and before admission to candidacy, a student must demonstrate reading ability in *two foreign languages* approved by the Graduate Faculty. Upon approval of the student’s advisor, a specific skill related to the student’s research project (such as computer language or statistical analysis, or oral or quantitative history) *may serve as a substitute for one of the two language requirements*. The expected level of language proficiency may vary depending on the student’s major field and the favorable results of the standardized language test at the MA level may not satisfy the doctoral requirement.

Upon recommendation of the student’s advisor and during residency at Howard, this requirement may be fulfilled in one of four ways:

1. Passing the standardized test administered by the Educational Testing Service in appropriate language with a minimum score of 470.
2. Having taken a minor field (15-18 hours) at the undergraduate level in an appropriate language department at Howard University.
3. Passing an examination prepared for the Department of History in consultation with and graded by the World Languages and Cultures Department (Locke Hall).
4. Earning a grade of B or better in either an advanced level course in an appropriate language or a course in an appropriate language especially prepared by a language department for graduate students.

Foreign Language Requirements for African History

As part of the requirements for the doctorate and before admission to candidacy, a student must demonstrate reading ability in a European language, preferably French, and one African language related to the area of research. If the MA degree and the PhD degree are continuous in the Department at Howard University, the minimum ETS score of 470 at the Masters level may also satisfy the European language requirement by a waiver of the ETS by demonstrating an existing minor (15-28 hours) in the required language as shown on the undergraduate transcript with a B average in the same language.

The student must demonstrate speaking and reading ability in an African language for the region of PhD fieldwork. This requirement may be fulfilled in one of two ways:

1. The completion of 9 hours course work in an appropriate African Language Program with a grade of B or better (e.g., Title VI Programs or African language courses offered at Howard University or elsewhere).
2. Waiver of this requirement proving after consultation that the language in question is the first language of the student or that mastery was attained through other means. Languages may include - but are not limited to - Arabic, Wolof, Fulfulde, Mande, Akan, Yoruba, Igbo, Hausa, Amharic, Swahili, Zulu, etc. Any exception to the fore-mentioned options requires approval of the Graduate Faculty e.g., whether to allow Krio to satisfy the African language requirement or other similar examples.

Substitute for a foreign Language

One of the foreign languages can be substituted by two courses in a research skill (such as a computer language, statistical analysis, quantitative methods, or oral history) with a grade of B or better on both, or by presenting a research project in which the foreign language or the specific research tool is used. This option must be approved in writing in advance by the student's advisor and the DGS. If the research project is directed by a faculty member in another department, it must be approved by the supervisor and one additional graduate faculty member selected by the DGS.

D. Qualifying or Comprehensive Examinations

As part of the requirements for the doctorate, a student must pass a written comprehensive examination in the major field designed to test the student's specialized knowledge of the subject matter, historiography, and important unresolved problems or debates within the field. Each semester, students planning to take the examination shall notify the DGS as soon as possible. The DGS shall make the appropriate arrangements for the comprehensive examination, including the written examination and oral interview.

The examination will be given once per semester and will not coincide with other examination periods. Students may be allowed a week or so to submit the typewritten examination to the DGS. A *minimum of three Graduate Faculty members* shall be responsible for evaluating the written and oral components of the exam. These three examiners must consult among themselves after the written exams have been looked at and before agreeing on the oral component. If the field does not have three members, then the head of the field shall request assistance from two Graduate Faculty from the department. *Students must pass the entire examination (written and oral), including parts they previously may have failed, within a time span not to exceed three consecutive semesters (exclusive of the summer sessions).* Exceptions to this rule can only be made by a Graduate Faculty vote.

The format of the written examination is the responsibility of the major field. Students select questions according to the instructions and are expected to write eight-to ten-page essay responses to each

question. The essays should be well documented and demonstrate the student's breadth of learning, depth of critical thinking, and capacity for historical reflection. Questions refer to the major fields rather than specific course work and are designed to evaluate the student's competence in the major field, preparation for teaching survey courses at institutions of higher education, and grounding in methodology and historical interpretation. *The oral component of the exam shall only pertain to the answers submitted by the examinee.*

In order to help students prepare for the qualifying examination, students should seek additional information from their advisors and faculty in the fields in which they are preparing to take their exams. The faculty teaching graduate courses in each field is responsible for advising students, preparing the questions and grading the qualifying examination. The student is responsible for making appointments for advising and following up with the faculty in the major field.

Grades will be expressed in terms of "Pass," "Fail," "Honors," and will be reported to the DGS, who shall notify the student of the examination results. *A student who does not return the written examination within the time frame required will fail the written examination. A student who does not appear for the oral interview in a timely manner without notification will fail the oral examination. A student who fails the examination may take a second exam within the following three consecutive semesters. A student who fails for the second time is disqualified from continuing in the PhD program and will be dismissed from the Graduate School.*

After passing the PhD Comprehensive Examination, it is the responsibility of the Graduate Faculty advisor to move the successful graduate to Candidacy as quickly as possible.

E. Admission to Candidacy

After successful completion of the foreign languages requirement, the writing competency exam, and the qualifying exam, the DGS will submit to the Graduate School a formal application for admission to candidacy. No dissertation writing (HIST 500, 501) credits will be accepted prior to admission to candidacy. *A dissertation proposal approved by the DGS must be part of the application.*

F. Dissertation and Final Oral Examination

As part of the requirements for the doctorate, the candidate must submit a dissertation representing an original contribution to historical research. The student begins his/her dissertation formally (by registering in Dissertation Writing course) *only after admission to candidacy.*

A candidate must secure formal approval of the dissertation topic from the Graduate Faculty. A list of procedures for gaining approval must be obtained from the DGS and online at the website for the Graduate School. These stipulate that the student should first establish an agreement with a Graduate Faculty member to serve as the dissertation supervisor. *Then, in consultation with the supervisor, the candidate will request two additional graduate faculty members to serve as readers.* The dissertation supervisor and the two readers shall constitute the candidate's Dissertation Committee, which will guide the final formulation of the proposal as well as its execution upon approval. *The composition of the Dissertation Committee is also subject to the approval of the Graduate Faculty.*

After formal approval of the candidate's dissertation by the Dissertation Committee and as part of the

requirements for the doctorate, the candidate must pass a final oral examination to defend arguments presented in the dissertation and to show proficiency in the general field of research and related areas of study.

A panel of five shall administer the examination, including one person from outside the Howard University community. At least three of the others must be history Graduate Faculty, one of whom shall be the dissertation supervisor. The DGS, the Department Chair, and the Dean of the Graduate School of Arts and Sciences or his/her representative may also participate. Other members of the University may attend but not participate.

It is the responsibility of the dissertation advisor to inform the DGS when defenses are set for as well as the outcome of the defense.

Departmental procedures governing the writing and approval of a dissertation are available from the DGS. Additional information concerning deadlines, format, and other technical details prescribed by the Graduate School for the submission of a doctoral dissertation is available from the Academic Coordinator in the Office of Educational and Research Affairs at the Graduate School and online:

For more information on general requirements for the PhD degree, go to the Graduate School website: <https://gs.howard.edu/academics/rules-and-regulations/article-vi-general-requirements-doctor-philosophy-degree>

VIII AFRICAN DIASPORA

The African Diaspora Graduate Program examines past and present peoples of African descent from a broad-based historical approach that is both interdisciplinary and global. The Program consists of a core faculty with a focus on the following key areas: slavery, emancipation, comparative; Black Power as a global phenomenon, transnational political/social movements; and, multi-dimensional historical linkages between the continent of Africa and rest of the world.

The Program's requirements are designed to provide graduates with cross-disciplinary training, research and teaching skills, as well as a broad understanding of the black historical experience for the primary purpose of academic careers.

A. Doctorate:

Course Distribution:

The doctorate in African Diaspora History follows guidelines set up by both the Graduate School and the History department with 72 credit hours required.

1. Historiography (H200), *3 credit hours*, mandatory, fall semester.

2. Major field, *15 credit hours*.

A. Problems in African Diaspora: Theory & Methods, *3 credit hours*.

This course introduces students to the theoretical, conceptual, and methodological themes of Africa Diaspora scholarship with a particular emphasis on Howard University's impact on the development of the field of African Diaspora Studies.

B. Readings Courses, *6 credit hours*.

Students must take two African Diaspora-based reading courses from the core faculty.

C. Seminar Courses, *6 credit hours*.

Students must take two African Diaspora research seminars for three credits each. Students who completed an MA in History at Howard may count one seminar towards this requirement.

3. Africa Elective, *6 credit hours*.

Students must take two courses in African History.

4. Minor field, *9 credit hours*.

Students must take two readings courses and no more than one seminar.

5. History 420 - Directed Readings in the Major Field, *1-12 credit hours*.

See description above on page 12.

6. Electives, *27 credit hours*.

To complete the remainder of their program, students may take courses in the following areas with the stipulated maximum credit-hour limitations.

A. Independent Study/Research, 15 credit hours max.

See description above on page 13.

B. Lecture & Reading Courses, *15 credit hours max.*

Students may enroll in undergraduate lecture courses at the 200-level or above to satisfy this requirement.

C. Courses outside the Department of History, *12 credit hours max.*

Students are encouraged to take electives in other disciplines.

7. PhD Dissertation Writing (HIST 500-501), *6 credit hours.*

See description above on page 13.

B. Masters:

Students must take 30 total hours.

1. History 200 (Historiography), *3 credit hours*, mandatory, fall semester.

2. Problems in African Diaspora: Theory & Methods, *3 credit hours.*

See description above on page 17.

3. Readings Courses, *6 credit hours.*

Students must take two Diaspora-based reading courses from the core faculty. Methods courses and thesis-writing courses are excluded from this category.

4. Africa Requirements, *6 credit hours.*

Students must take two courses in African history.

5. Seminar in African Diaspora, *3-6 credit hours.*

A thesis option (Plan A) requires one seminar. A seminar paper option (Plan B) requires two seminars.

Courses may include one African Diaspora seminar and one other field seminar in which a community of African descent is selected for study.

See description above on different plans on pages 9 & 10.

6. Masters Thesis Writing (HIST 300 or 301 if Plan A), *3-6 credit hours.*

At least 3 credit hours in a thesis-writing course are required for this option. A maximum of SIX credit hours is allowed.

7. Electives, *3-6 credit hours.*

The number of electives depends on the number of credit hours allotted to thesis writing. A student may select electives from offerings in the History Department or in other departments or schools as long as they are relevant to the student's program.

C. Minor

Students must take 9 total hours.

1. Problems in African Diaspora: Theory & Methods, 3 credit hours.

See above.

2. Readings Courses, 6 credit hours. See above.

IX PUBLIC HISTORY PROGRAM

This field prepares scholars for careers outside of academia. Public historians work in a variety of positions that demand research, writing, insight, and analytic skills. The broader perspectives, specialized techniques, and modes of presentation of public historians have redefined what it means to be a historian. These professions include specialists in museums, archives, manuscript collections, government agencies, historical societies, and businesses. This field also includes persons involved in local, regional, and national historic preservation programs.

A. General Information

Although traditional history programs can include some aspects of public history, the Public History Program at Howard University is uniquely structured to provide students with exceptional opportunities in public history. Public history courses - ranging from the introductory class to the advanced research seminars - all include instruction from professional historians with expertise in various areas of public research. Every scholar imparts scholarship that has public history's distinct investigation characteristics, and segments of attention, and reflects the diversity of the practice of public history.

Internships play a central role in the program. Internships engage each student in the practice of public history as part of the degree requirement. Internships stress the development of new personal and professional experiences for each student. Each internship placement focuses on the practical application of public history tenets. The educational experience of each intern is enhanced by the varieties of work in which they are engaged, the job titles they hold, and the varied responsibilities of each placement. Interns collaboratively assess problems and provide solutions to diverse questions at the institutions in which they work. Internship assignments are experience-based and carried out away from the university.

Career counseling is an essential part of this professional educational experience. Professionals draw upon their own experiences to encourage each intern's understanding of the field's scope of practice, areas of competence, roles, and responsibilities within a specific agency. The professionals delineate the issues, processes, and products of work for each intern. The multidisciplinary research activities, career counseling, and professional linkages foster an unwavering commitment to innovative inquiry, continuing education, and professional networking.

Many historians today are employed in the broad spectrum of this occupation. The varieties of professions encompassed by the term public history include:

- Curator
- Archivist
- Historical Researcher
- Public policy specialist
- Material culture analyst
- Archival records manager
- Cultural resources manager
- Documentary film producer
- Historical agency researcher
- Preservation/historic site administrator

Each segment of public history has its own rich literature. Public history specialists, as they apply the field's theories in malleable contexts, transform the practices and assumptions of the discipline. The complex dimensions of public history, and its rich variety of activities, are central to the Howard University program.

B. Masters

Students require 30 credit hours of course work with at least a 3.0 GPA.

The course distribution is as follows:

1. Historiography (HIST 200), *3 credits*, mandatory, fall semester.

2. Lecture and Reading Courses:

A. Introduction to Public History, *3 credit hours*.

B. Public History courses, *9 credit hours*.

3. Internship, *3 credit hours*.

4. Seminar(s) in Public History, *3 to 6 credit hours*.

A thesis option (Plan A) requires one seminar. A seminar paper option (Plan B) requires two seminars in Public History areas.

5. Electives, *6 credit hours*.

The Director of the Public history program must approve Public history courses or courses in another discipline.

6. Masters Thesis Writing (HIST 300 or 301 if Plan A), *3 credit hours*.

C. Minor

Students require 18 hours of course credit hours.

Public history is accepted as a minor field of specialization and it falls under the rubric of United States history. Students must complete a minimum of 72 hours beyond the baccalaureate, including 3 hours of historiography, 6 hours of seminars beyond the master's level, and 6 hours of dissertation writing. Candidates must concentrate in one major history field (24 or 12 hours depending on the major), the public history field (18 hours from courses listed above), and additional 12 hours of graduate coursework. Students are required to pass a qualifying examination in their major field. Passage of an expository writing and two foreign language examinations are also required. Submission and acceptance of a dissertation proposal and the completed dissertation are required. Candidates must pass an oral defense of the dissertation.

D. Internships

The Department of History provides realistic exposure to the public history environment. Students work in public and private sector agencies and are assigned on-the-job responsibilities that may include: records management, curatorial Assessment, Historical preservation, public policy/issues analyses,

archival records administration, oral history project coordination, community cultural resources management, or museum program development and evaluation.

E. Placement

Graduates of the Public History program of Howard University have been employed at National Archives, National Museum of American History, National Portrait Gallery, Library of Congress, National Park Service, Naval Archives, National Security Agency, Moorland Spingarn Research Center, Forty Acres and A Mule Productions (Spike Lee Enterprises), Library of Congress, Children's Defense Fund, United States Congress, Children's Defense Fund, D.C. Community Humanities Council, Historical Society of Washington, D.C., Office of the Mayor of the District of Columbia, History, Inc., Anacostia Museum, Mt. Zion United Methodist Church of Georgetown, North Brentwood (Maryland) Historical Commission, Calvert County (Maryland) African-American Historical Research Committee, National Register of Historic Places, Reginald F. Lewis Museum of Maryland African American History & Culture, Ohio Historical Society, History Associates Incorporated, and the United States Departments of Agriculture, Defense, Commerce, State, Interior, Labor, Housing and Urban Development, Health and Human Services, Environmental Protection Agency.

X ADVISING PROCEDURES

The Graduate Program in History is administered by the DGS. The history department's Graduate Faculty is responsible for the election of the DGS. *The primary duty of the DGS is to facilitate the flow of information concerning student records, admission requirements, current regulations and policies, proper procedures, and deadlines, for both students and Graduate Faculty.*

The DGS assigns an academic advisor to new graduates in consultation with the student and reflecting the student's field of interest. Students are expected to regularly meet with the assigned advisor during each semester. As the student determines the direction of research for the thesis or dissertation proposal, the faculty supervising the research will replace the assigned advisor. *The DGS should be notified as soon as possible.*

The Graduate Faculty reserves the right to make further changes in the Department's requirements. Upon approval of such changes by the Graduate School, due notice will be given to graduate students prior to implementation.

XI EVALUATION AND DISMISSAL

The following information is provided to assist students in maintaining good standing in the Graduate Program in History and the Graduate School. See *Rule and Regulations* and the *Student Code of Conduct* for more detailed information on student responsibilities, rights, and procedures.

Course Performance

A student may earn *no more than two grades below "B"* or they will be dismissed from the Graduate School. A student who demonstrates an inability to perform satisfactorily at the graduate level should be recommended for dismissal.

Grade Point Average in Major Field

Students must maintain a *grade average of 3.0 or better* in the major field. Students readmitted to the program must maintain a grade point average of 3.0 or better in the major field subsequent to their readmission. Any student failing to maintain such an average will be dropped from the program.

Cumulative Grade Point Average in the MA Program

A student who accumulates more than ten (10) credit hours of grades below "B" shall be dismissed from the Graduate School.

Cumulative Grade Point Average in the PhD Program

A student who accumulates more than ten (15) credit hours of grades below "B" (inclusive of the MA degree) shall be dismissed from the Graduate School.

Procedures for Dismissal

A student who falls below the 3.00 GPA shall be warned and informed by the Graduate School and must raise the quality point index to 3.00 in the next two terms in residence. Students failing to do so will be dismissed from the Graduate School.

Course Viability

Credit for courses *pursued more than seven and less than ten years*, prior to the term in which the student presents herself/himself for the final examination, can be counted toward the fulfillment of degree requirements only if they are restored as described in this paragraph with the approval of the Graduate Faculty and the Dean of the Graduate School. In order for a course to be restored under this paragraph, the student must pass an examination administered expressly for the purpose of restoration of credits in the course concerned or a comprehensive examination in the field in which the course falls.

XII APPEAL OF ACADEMIC DECISIONS

According to the *Rules and Regulations* of the Graduate School, the following procedure is applicable in the case of challenges of decisions made either about a course or a comprehensive examination required for a degree program. Such a challenge may be considered only when a student has grounds for charging that the decision reflects legally impermissible considerations. Such an appeal begins with the student requiring a conference with the instructor. If the issue cannot be resolved then the student should request that the department chairman appoint a committee to make an informal investigation involving a hearing of both the student and the professor(s) and attempt to settle the dispute. If still unresolved, the problem should be taken to the Dean of the Graduate School. In all such instances, the standard university practices and procedures governing such matters shall prevail. Please see Graduate School policy: <https://gs.howard.edu/students/rules-and-regulations/article-vii-appeal-academic-decisions>

XIII GRADUATE COURSES

Graduate courses are grouped into fields and listed by numbers. Courses may be taught annually, alternate semesters, or periodically. Topics discussed in Readings and Seminar courses may vary. Check Bison Web each semester to update course offerings or contact the DGS for further information. Unless otherwise indicated, all courses earn 3 credit hours.

See the following websites for brief descriptions of courses:

http://www.provost.howard.edu/PROVOST/bulletin2/u/v2uhistory_c.htm

http://www.provost.howard.edu/provost/bulletin2/g/v2ghistory_a.htm

Required

HIST 200. Historiography

United States

HIST 174. Women in American Society to 1890
HIST 175. Women in American Society since 1890
HIST 176. Afro-American History to the Civil War
HIST 177. Afro-American History since the Civil War
HIST 211. US Foreign Relations to 1914
HIST 212. US Foreign Relations since 1914
HIST 219. US South to 1877
HIST 220. US South since 1877
HIST 221. Colonial America
HIST 223. Jacksonian Era, Reform, and Sectionalism
HIST 224. Civil War and Reconstruction
HIST 226. US since World War I
HIST 227. US Reform Movements
HIST 247. African American Women in US History
HIST 309. Problems in US History to 1865
HIST 310. Problems in US History since 1865
HIST 312. Afro-American Social Institutions and Culture
HIST 318. Readings in US Foreign Relations to WWI
HIST 319. Readings in US Foreign Relations since 1914
HIST 324, 325. Readings in Afro-American History
HIST 326, 327. Readings in Selected Periods and Topics in US History
HIST 328. District of Columbia History
HIST 409, 411. Seminar in US History to 1877
HIST 410, 412. Seminar in US History since 1877
HIST 413, 415. Seminar in Afro-American History to 1877
HIST 414, 416. Seminar in Afro-American History since 1877

African Diaspora

HIST 173. Comparative Slavery in the Americas
HIST 193. Pan-Africanism
HIST 385. Readings in the African Diaspora
HIST 386. Readings in the African Diaspora

HIST 387. African-Americans and Africa
HIST 388. Problems in African Diaspora: Theory & Methods
HIST 389. Readings in the African Diaspora
HIST 438. Seminar in the African Diaspora
HIST 439. Seminar in the African Diaspora

Africa

HIST 192. Islam in Africa.
HIST 230. East Africa to 1800
HIST 231. East Africa since 1800
HIST 232. Central Africa to 1800
HIST 233. Central Africa since 1800
HIST 234. West Africa to 1800
HIST 235. West Africa since 1800
HIST 236. Southern Africa to 1910
HIST 237. Southern Africa since 1910
HIST 238. North Africa and the Maghreb to 1800
HIST 239. North Africa and the Maghreb since 1800
HIST 330. Problems in African History I
HIST 331. Problems in African History II
HIST 334. Readings in West Africa
HIST 335. Readings in Southern Africa
HIST 336. Readings in East Africa
HIST 337. Readings in Central Africa
HIST 338. Readings in African History
HIST 339. Readings in African History
HIST 382. Colonialism in Africa
HIST 387. African-Americans and Africa
HIST 430 to 433. Seminar in African History

Latin America & Caribbean

HIST 195. Ideology and Politics in Latin America and the Caribbean
HIST 240. History of the Caribbean I
HIST 241. History of the Caribbean II
HIST 243. Introduction to Latin America since 1825
HIST 245. Introduction to Latin America to 1825
HIST 340. Race Relations in Latin America and the Caribbean
HIST 341. Problems in Latin American and Caribbean History
HIST 342. Problems in Latin America and Caribbean History Since 1821
HIST 344, 345. Readings in Latin America
HIST 346, 347. Readings in the Caribbean
HIST 440 through 443. Seminar in Latin America and the Caribbean
HIST 444. Seminar in the History of Afro-Latinos
HIST 446. Seminar in Caribbean Economic History

Public History

HIST 189. Public History
HIST 289. Introduction to Public History
HIST 402. Museums and Archives
HIST 403. Archives and Film
HIST 404. Problems in Public History
HIST 405. Seminar in Public History
HIST 406. Readings in Public History
HIST 408. Historical Editing
HIST 470 to 473. Graduate Internship in History (variable credit)
HIST 476. Graduate Internship in History
HIST 477. Graduate Internship in History

Special Topics

HIST 171. Human Geography of Africa
HIST 190, 191. Modern Revolutions and Liberation Movements
HIST 400. Oral History I (Methodology)
HIST 401. Oral History II (Methodology)
HIST 407. Seminar in Comparative History
HIST 480 to 489. Independent Readings
HIST 490 to 499. Independent Research Projects
HIST 510 to 518. Independent Research (PhD Candidates only)

Writing

HIST 300, 301. MA Thesis Writing
HIST 500-501. PhD Dissertation Writing.