

*Columbia University*  
*Department of*  
*East Asian Languages & Cultures*

*Graduate Program*

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**DEPARTMENT OF EAST ASIAN LANGUAGES AND CULTURES  
M.A. Degree Requirements: Check List**

**Name:** \_\_\_\_\_ **SS#** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Field:** \_\_\_\_\_

**Advisor:** \_\_\_\_\_ **Date of Matriculation** \_\_\_\_\_

<b>Course Title</b>	<b>Semester/ Year</b>	<b>Course Title</b>	<b>Semester/ Year</b>

<b>One course outside country of specialization</b>	<b>Course Title</b>	<b>Semester/ Year</b>

<b>Three years of modern language of specialization: Give language, semesters taken, or result and time of placement examination.</b>	
<b>Any additional years of modern language of specialization</b>	

<b>One year of classical language for literature majors: Give language, semesters taken, or result and time of placement examination.</b>	
<b>M.A. Thesis: Give title and date completed.</b>	
<b>Two residence units: Give dates.</b>	

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**Signature of Advisor**

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**Date**

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**Signature of DGS or Chair**

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**Date**

**DEPARTMENT OF EAST ASIAN LANGUAGES AND CULTURES  
M Phil Degree Requirements: Check List**

Name: \_\_\_\_\_ SS# \_\_\_\_\_

Address: \_\_\_\_\_ Field: \_\_\_\_\_

Advisor: \_\_\_\_\_ Date of Matriculation: \_\_\_\_\_

**Course requirements: Ten courses (not to include language courses), including one outside the country of specialization**

Course Title	Semester /Year	Course Title	Semester/ Year

<b>Three years of EA language of specialization prior to entrance: Indicate language, and results and date of placement examination.</b>	
<b>Fourth year of modern language: Indicate term completed, or results and date of placement examination.</b>	
<b>Ph.D. qualifying exam in modern EA language of specialization: Give language, and result and date of qualifying examination.</b>	

<p><b>Three years of Japanese and/or two years of classical Chinese for Korean majors. Indicate courses, grades, or results of placement examination.</b></p>	
<p><b>Two semesters of classical language for Japanese majors. Indicate courses, grades, or results of placement examination.</b></p>	
<p><b>One semester of kanbun or two semesters of classical Chinese for Japanese majors. Indicate course(s) completed, grades or results of placement examination.</b></p>	
<p><b>Two years of classical Chinese for Chinese majors. Indicate courses, grades, or results of placement examination.</b></p>	
<p><b>Three years of Japanese for Chinese majors. Indicate semesters, grades, or results of placement examination.</b></p>	
<p><b>M.A. Thesis</b></p>	<p><b>Title:</b> <b>Advisor:</b> <b>Date:</b></p>
<p><b>First seminar paper</b></p>	<p><b>Title:</b> <b>Advisor:</b> <b>Date:</b></p>
<p><b>Second seminar paper</b></p>	<p><b>Title:</b> <b>Advisor:</b> <b>Date:</b></p>
<p><b>Proficiency exam in one or more European language: Indicate language(s); semesters completed, or result and date of placement examination.</b></p>	

<b>In the case of substitution of European language by another Asian language, indicate rationale, terms completed, or result and date of placement examination.</b>	
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**Signature of Advisor**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature of DGS or Chair**

\_\_\_\_\_  
**Date**

## **GRADUATE DEGREE REQUIREMENTS**

The Department of East Asian Languages and Cultures has three graduate degree programs: a Master of Arts program; a Ph.D. program, and a Master of Arts in Liberal Studies program (a description of the MALS program and its requirements can be found in the bulletin of the School of General Studies). The M.A. program is intended for students who show academic promise but do not possess the language skills or background in East Asian studies to qualify for the Ph.D. program. The Ph.D. program, which requires a minimum of three years of study in an East Asian language for admittance, is designed to prepare qualified full-time students for a Ph.D. degree in one of the Department's fields of East Asian studies.

### **Language Placement Examination**

All entering students, regardless of background, are required to take the language placement examination in the East Asian language of specialization at the beginning of the semester in which they enter the program. Those Ph.D. degree candidates who feel prepared should also consider taking the Ph.D. qualifying examination at this time.

### **M.A. Degree Requirements**

The student who is a candidate for the Master of Arts Degree must do the following:

- A. The student must take six one-semester courses for grade credit. At least one of these courses must be outside the student's East Asian country of specialization. Some courses can be taken outside the Department to meet this requirement. Students are strongly urged to take graduate level colloquia when possible. The choice of courses must be approved by the student's advisor and by the Director of Graduate Studies. Language courses cannot be used to fulfill this requirement.
- B. The student must, under the supervision of an advisor, write a M.A. thesis that makes significant use of sources in the East Asian target language. The thesis, which should be between 30 and 60 pages, must be approved by the advisor and submitted to the Director of Graduate Studies.
- C. The student must complete three years of the modern form of the East Asian language of specialization and an additional year of either the modern form or classical form of the language.
- D. All students are strongly encouraged to take at least one semester of the classical form of the language. All students in Chinese or Japanese literature must take at least one semester of the classical language in their area of

specialization.

- E. The student is strongly urged to take a methodology course appropriate to his or her discipline to be determined in consultation with the advisor or DGS.
- F. The student must complete two residence units of full-time study.
- G. A student in the Department's M.A. program can, in the second year of study, seek to advance to the Ph.D. program by application to the Graduate School. If accepted, course credits and residence units from the M.A. program will be applied to fulfillment of the Ph.D. requirements.

### **Ph.D. Degree Requirements**

Prior to entry into the program, the student must have completed at least three years of study in the East Asian language of specialization. In addition, the student who is a candidate for the Ph.D. degree must do the following:

- A. The student must take ten one-semester courses for grade credit, at least six of which must be graduate-level colloquia or seminars. One of the ten courses must be outside the student's East Asian country of specialization, and some courses can be taken outside the Department to meet this requirement. The choice of courses must be approved by the student's advisor and by the Director of Graduate Studies. Language courses cannot be used to fulfill this requirement. A 4000-level course can be counted as a graduate level colloquium or seminar if the student receives the instructor's permission and writes a research paper. (A note to that effect from the instructor must be placed in the student's file. The Bibliography course and Directed Research courses can also be counted as graduate level colloquia or seminars.)
- B. The student must, under the supervision of an advisor, write a M.A. thesis that makes significant use of sources in the East Asian target language. The thesis, which should be between 30 and 60 pages, must be approved by the advisor and submitted to the Director of Graduate Studies.

In addition to the M.A. thesis, the student must submit two seminar papers. Each of the three papers, including the M.A. thesis, must represent three distinct fields or disciplines in terms of area, genre, or historical period.

The M.A. thesis or the first seminar paper must be submitted by the end of the third semester.

Submission of the M.A. thesis and all required papers to the DGS, along with the fulfillment of the M.Phil. degree requirements, is a prerequisite for the

Ph.D. oral examination, which is generally held at the end of the third year.

- C. The student must fulfill the following language requirements that are applicable to his or her work:
1. All candidates must pass the Ph.D. qualifying examination in the modern East Asian language of specialization, for which at least four years of course work are normally required. Students are urged to take this examination, which is administered in EALAC at the beginning of each semester, as early as possible in their program of study.
  2. All students in Japanese studies must take a placement examination in classical Japanese, which is given at the beginning of each semester by EALAC, or pass two semesters of classical Japanese, normally Introduction to Classical Japanese, with a grade of B plus or better.
  3. All students in Chinese studies must pass the Ph.D. qualifying examination in classical Chinese, which is given at the beginning of each semester by EALAC, or pass two semesters of classical Chinese, normally Introduction to Classical Chinese, with a grade of B plus or better.
  4. A student specializing in Chinese studies must complete a second year of classical Chinese by the end of the second year of the program. The second year of classical Chinese shall comprise of Chinese W4007x (Readings in Classical Chinese part 1) in the first semester and Chinese W4008y (Readings in Classical Chinese part 2) in the second semester. The following courses may be substituted for the second semester: Chinese G8027 (Ch'ing documents), Chinese G8009 (Seminar in Classical Chinese Literature), Chinese-History G8060 (Seminar in Sources of Chinese History), Chinese-Korean G8034 (Seminar on Korean Historical Texts in Chinese). A student specializing in any field of Chinese studies must complete three years of Japanese. The preceding requirements may be waived under special circumstances with the express permission of the advisor and the Director of Graduate Studies. For a student specializing in modern Chinese literature, appropriate training in Japanese shall be decided by the student's advisor.
  5. If a specialist in Korean studies, the student must complete three years of Japanese or two years of classical Chinese (as defined above), depending on his or her research goals and the judgement of the advisor; in appropriate circumstances he or she may be strongly urged to complete up to two or more years of each of these languages.

6. Students in Japanese studies must take two semesters of classical Japanese: normally Japanese W4007 (Introduction to Classical Japanese) is taken in the first year of the program, followed by Japanese W4008 (Readings in Classical Japanese) or any seminar in which the readings are primarily in the classical language.  
Students in Japanese must take one semester of kanbun, normally Japanese W6026 (Colloquium: Readings in Documentary Japanese), which has one semester of classical Japanese as a pre-requisite. The kanbun requirement may be substituted by one year of classical Chinese. Students in pre-modern Japanese studies are strongly advised to take both one semester of kanbun and one year of classical Chinese.
  7. All students must pass a certifying examination in one or more European languages (usually French, German, or Russian) selected by the advisor. In special cases, with the approval of the advisor and DGS, an additional Asian language may be substituted for the European language. Please consult with advisor of each field for specific requirements.
- D. The student is strongly urged to take a methodology course appropriate to his or her discipline to be determined in consultation with the advisor. This course will be counted as one of the ten required courses.
  - E. The student should take a bibliography course dealing with or appropriate to the country of specialization when available. This course will also be counted as one of the ten required courses.
  - F. In order to receive the M.Phil. the student must pass an oral defense of the dissertation prospectus before his or her advisor and at least two other faculty members. The prospectus must give a succinct statement of the thesis topic, describe the state of the field and the methodology, discuss the nature of the sources or texts, provide an outline of research goals, and include a tentative bibliography of primary and secondary sources. The prospectus, which should be a by-product of the fall grant applications, should be written in close consultation with one or more faculty members, preferably in the early fall.
  - G. To qualify for the Ph.D. oral examination, all students must fill out the M. Phil. check list at the front. The check list must be signed by the advisor and the Director of Graduate Students before the orals can be arranged.
  - H. The student must take a two-hour comprehensive oral examination in three or four subject areas defined in consultation with the advisor and the Director of Graduate Studies. One of these subject areas must lie outside the student's

country of specialization. The committee for the oral examination, which is put together by the advisor, will consist of three or more faculty members. A typical example would be pre-modern Japanese literature (dissertation topic), modern Japanese literature (second major), and Chinese poetry (outside field). The third field might be in comparative literature, literary theory, European history, or any field that the advisor and DGS agree on. It is up to the student to consult carefully with the advisor and DGS in constructing an effective program and schedule.

- I. The student must complete six residence units of full-time study.
- H. Those students who complete the requirements for the Ph.D. program except for the dissertation will receive the M.Phil. degree.
- K. The Admissions Committee of the Department may recommend transfer of a student into the M.A. program if he or she does not show sufficient progress after the first year in the Ph.D. program.
- L. Ph.D. candidates are required to complete and submit a dissertation, which must be prepared through research by the student conducted in close consultation with his or her advisor. After the oral exam has been passed, the Director of Graduate Studies, in consultation with the student's dissertation sponsor, will establish a committee of two faculty members to oversee the dissertation. The dissertation committee must approve the dissertation prior to its submission for the defense, which, in accordance with university regulations, will be held before five faculty members, two of whom must be from outside the department. (Specialists from outside the University may be included on the committee under special circumstances). The accepted dissertation (subject to whatever revisions the defense committee may deem appropriate) must be typed in conformity with the University's dissertation format and deposited with the Dissertation Secretary of the University.

### **Advanced Standing**

1. To receive advanced standing, a student must have an M.A. or equivalent degree in East Asian Studies, be accepted into the Ph.D. program, and submit for the advisor's approval the previous M.A. thesis or complete the equivalent.
2. Students with advanced standing must take 8 one-semester courses for grade credit at least four of which must be graduate-level colloquia or seminars.
3. When an equivalent course (e.g. bibliography, historiography) has been taken, the requirement is waived subject to the approval of the Director of Graduate Studies.

4. All other requirements remain the same as those of the Ph.D. program.

### **Undergraduate Courses**

A three thousand level course may be taken by a graduate student (either MA or PhD program) for 4000-level graduate school credit if (1) no other comparable graduate level course is available, (2) the student receives the instructor's written permission to do a graduate level paper for the course in addition to the previously established requirements for the course, and (3) the Director of the Graduate Studies approves. The instructor must send a written note to the Director of Graduate Studies who will place the note in the student file. Generally speaking, such a course can not substitute for the required graduate seminars or colloquia.

### **Dissertation**

#### A. Format and Style

In addition to general standards set by the Dissertation Secretary for format and style, the Department recommends the style sheet of the Journal of Asian Studies for the guidance of students in matters of style involving the romanization of East Asian names and book titles, the preparation of footnotes and references, etc., but only insofar as these do not conflict with University and Department requirements. For instance, the practice with regard to footnotes and quotations should conform to the standard set by the Dissertation Secretary, rather than the JAS practice applicable to periodical articles.

Where direct translation is made of passages from East Asian sources, the original text should be reproduced in the dissertation as an appendix. Alternatively, the works containing the original texts should be deposited in the departmental office during the examination period.

Official titles and names of offices should be translated.

In order to simplify the preparation of dissertation copies and to facilitate later publication, East Asian names, book titles, and terms may be rendered in romanized form provided that the original native script can be found in the full bibliography or in the glossary at the end. It is the custom to provide a list of abbreviations for frequently quoted works at the beginning of the dissertation.

Reasonable modification of these recommended practices may be made as appropriate to the subject matter of a given dissertation if the modification is approved by the

candidate's sponsor and is consistently followed.

#### B. Preparation and Defense

In addition to quarterly reports on the progress of the dissertation, candidates are required to submit successive chapters or installments as the draft is being prepared unless the sponsor agrees to some alternative reporting arrangement.

Copies of the completed draft of the dissertation must be submitted to the sponsor and reader(s) at least six weeks prior to the deadline for submission of the dissertation to the Dean's office. The candidate must also consult the sponsor before applying (during the registration period) for permission to defend his or her thesis that semester.

When the dissertation plan or outline is received by the sponsor, the sponsor or the departmental Chairman will invite another faculty member to serve as second reader of the dissertation. Where appropriate, a third reader may be invited, but this is not mandatory.

If the draft is approved, the sponsor will so notify the Chairman of the Department and ask that an examining committee be appointed. According to University practice, such a committee is appointed by the Dean of Graduate Faculties after nominations have been sent to him by the Department. Dissertations may be defended in the fall or spring, but not in the summer.

### **ADDITIONAL DEPARTMENTAL RULES AND POLICIES**

#### **R Credit**

Students who wish to receive the mark of R in any course in this Department must request the grade from the instructor within the first two weeks of the term, since it is his/her prerogative to set the conditions under which R credit may be granted. All students wishing to change from E to R credit must inform their instructors in writing within two weeks of the first meeting of classes in each term. Permission to take language courses for R credit will never be given for third-year level courses or below. Students who have registered for R credit in courses in this Department are expected to attend the classes regularly. Any student who is absent without permission for more than 30% of the classes in any semester will automatically receive a grade of F.

#### **Auditing**

By longstanding department practice, permission to audit language courses is severely restricted. The following clarifications should be noted:

- A. Request to audit or take for R credit any language classes will not be considered except for the most cogent academic reasons, as judged by the Chairman.
- B. Requests to audit or take for R credit language classes on the first, second, or third-year levels will not be considered except on appeal in writing by the applicant's advisor. Requests for the fourth or fifth year levels may be considered by the chairman if all the following conditions apply:
  - 1) The applicant is a graduate degree candidate in the Department of East Asian Languages and Cultures or the Department of History.
  - 2) The applicant is otherwise qualified to take the course, either by having successfully taken the prerequisite language course or by placement test.
  - 3) The teacher of the course judges that the presences of the auditor or R credit taker will not be disruptive.
- C. In considering applications, the Chairman will put the highest value on two considerations: The academic validity of the request; and the academic environment in the language class concerned.

### **Language Course Minimum Standards**

Graduate students must earn a grade of **C+ or better** in a language course for the **fall term** before they advance to the next level of language instruction in the spring term. Students who do not earn a grade of **B- or better** at the end of the academic year may not advance to the next level.

### **Right of Petition**

It is always the right of any student in the Department to petition the Executive Committee for special consideration regarding degree requirements.

### **Access to Chair**

The Chair welcomes inquiries and visits. Students should feel free to ask for an appointment for any reason.

### **Student Representatives**

Students are represented at Departmental Staff Committee meetings by two annually elected Graduate Student Representatives. In addition to consulting and liaison functions, the representatives also help to organize student activities in the Department. The student representatives have office space in 504 Kent and welcome inquiries there.