
French/Francophone Studies Program Guide

Department of French & Italian
Indiana University – Bloomington
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Introduction to Areas of Study

The graduate program in French/Francophone Studies has a long history of excellence, including faculty productivity and graduate student placement, and is complemented by strong programs in related and interdisciplinary fields at IUB. For French/Francophone Studies graduate students who have financial support from the Department of French and Italian, please note that fee remission covers only those courses directly related to graduate degrees within the College.

Our courses lead to the Master of Arts degree in French followed by the PhD in French. Students are encouraged to take a broad range of courses as they prepare their MA dossier and PhD examinations and then narrow down their interest to a particular research topic that will lead to the writing of their doctoral dissertation. A full listing of courses can be found in the Graduate School Bulletin (<https://bulletins.iu.edu/iu/gradschool/2019-2020/programs/bloomington/french-and-italian/index.shtml>), and the wide range of faculty specializations can be found on the FRIT website (<https://frit.indiana.edu/about/faculty/index.html>).

Degrees and Requirements

This document has been compiled as a reference guide and resource for graduate students in the Department of French and Italian. However, for the purposes of degree conferral, the University Graduate School recognizes ONLY the University Graduate School Bulletin. Students are automatically evaluated using the bulletin in effect at the time they begin their degree program but may request to use a later bulletin. Degree completion is evaluated based on the approved version of the Graduate Bulletin in its entirety; degree requirements cannot be mixed and matched across different versions of the bulletin.

For full information on Graduate School policies, please consult the Indiana University Graduate School Bulletin online at the following URL:
graduate.indiana.edu/academics-research/bulletin.shtml

MA in French/Francophone Studies

The Degree

The MA degree in French/Francophone Studies generally serves as a stepping stone to the PhD. It also gives students valuable knowledge and experience enabling them to teach in private high schools and junior colleges or to work in other fields such as translation, publishing, or international business. A candidate can obtain the MA in two years. Up to eight hours of transfer credit may be counted toward the degree with the approval of the Director of Graduate Studies (DGS) and the Graduate School. Courses used to fulfill requirements for an MA degree elsewhere cannot be transferred while the student is in the MA program but may be counted later toward the PhD (see below).

MA Degree Requirements

- Credit hours: 30 credit hours of graduate work with at least 23 hours of FRIT-F courses.
- Required courses: AIs must take F572 (Practicum in College French Teaching) and F573 (Methods of College French Teaching). Requests for equivalency of F573 may be submitted to the DGS and Director of Language Instruction (DLI) in French based on previous coursework or professional training/experience. The approval of such requests is at the discretion of the DLI and is ultimately subject to the approval of the College Graduate Office and the IU Bloomington Graduate School.
- MA Dossier and Faculty Review:
 - Students will collect all of their MA-level term papers and submit them along with a 4-5 page written rationale.
 - Native English speakers must write the rationale in French. Native French speakers must write it in English. Native speakers of other languages can choose either French or English, whichever is less frequently used in their MA-level term papers. Students will not be evaluated and cannot be denied the MA degree and/or acceptance to the PhD program on the basis of the language alone, but on the overall quality of their coursework and, for PhD candidates, promise for doctoral work.
 - For students seeking the MA degree only, the rationale will explain the students' intellectual and professional progress in the program as evidenced by their coursework. For students seeking a PhD degree, the rationale will explain the students' intellectual and professional progress in the program as evidenced by their coursework and also identify their doctoral research interests, intended PhD coursework and plans for developing a special area of expertise within their chosen field.
 - These documents must be submitted at least three weeks prior to the scheduled French/Francophone Studies Faculty Review at the beginning of the student's fourth semester of study.

MA Degree and Admission into the PhD Program

For students without a previous MA degree, the Faculty Review for admission to the PhD program will take place at the beginning of the fourth semester in the program. Students are expected to submit their dossier in early January, the exact date being communicated by the DGS and the GSC several weeks in advance. The French/Francophone Studies faculty will evaluate the coursework of each student and the student's written rationale; there is no Master's exam. The faculty will then decide whether the student should be allowed to continue towards the PhD degree. Students will be notified of the decision immediately, typically in late January or early February. Depending on the student's overall performance, the faculty consider a range of decisions such as: do not award MA, award MA but do not admit to PhD (award terminal MA), defer the decision for another semester pending further performance review, or admit to PhD. The decision is determined after discussion through a secret vote by all tenure-track faculty in the section and cannot be appealed. The lowest GPA for being considered for the MA degree and continuation to the PhD program is 3.0 (B).

Students who do not wish to continue to the PhD program after the MA may wait to participate in a Faculty Review until the end of their fourth semester in the program. Students in this category are expected to submit their dossier by mid-April, the exact submission date being communicated by the DGS and the GSC several weeks in advance, and the faculty review typically takes place in early May. The decision process (discussion and vote) is conducted according to the same rules as described above and the decision cannot be appealed.

Students accepted into the PhD program without previous MA degrees will be expected to take their PhD exams in their seventh semester in the program (typically, in Fall of their 4th year) counted since matriculation, at the latest. The PhD exam may be retaken only once, in the following (eighth) semester.

Students not accepted into the PhD program, and those who do not wish to continue to the PhD, will be expected to finish the fourth semester to complete the 30 credit hours required for the MA degree. The lowest GPA a student may have to receive the MA degree is 3.0 (B).

PhD Fast Track

A student who already has an MA degree from a U.S. institution may seek admission to the PhD program at the end of their first year in the MA program by submitting their MA dossier for Faculty Review. Students are expected to submit their dossier by mid-April, the exact submission date being communicated by the DGS and the GSC several weeks in advance, and the faculty review typically takes place in early May. The Faculty Review consists of a meeting of French/Francophone Studies faculty to discuss the overall performance of the student in the program and to decide whether the student should be required to complete additional work before admission to the PhD. Both coursework from the previous MA degree and coursework in the IU French graduate program will be evaluated as a whole. If the student's work is deemed satisfactory, they will be accepted into the PhD program at that time. If the student is required to complete additional work, another Faculty Review meeting will be held during the following semester to decide the student's admission to the PhD program. The decision process (discussion and vote) is conducted according to the same rules as described above and the decision cannot be appealed. If admitted to the PhD program, no MA degree from Indiana University will be awarded.

Students admitted through the PhD Fast Track at the end of their second semester in the program must take their PhD exams in their fifth semester in the program at the latest. The PhD exam may be retaken only once, in the sixth semester.

Students who pursue the Fast Track but are not admitted to the PhD program after the Faculty Review have the option of completing a terminal MA degree by finishing the required 30 credit hours of coursework. The lowest GPA a student may have to receive the MA degree is B (3.0).

Time Limit

The requirements for the MA degree must be completed within five consecutive years. All transfer credits must also be completed within five years. Revalidation of course work completed before this five-year period is possible in exceptional cases (see the Graduate School bulletin).

Mentors

During their first semester on campus, students should choose a faculty mentor to help guide them through the French/Francophone Studies program. This mentor may or may not turn out to be the student's PhD dissertation advisor. The mentor's role is to serve as informal academic advisor, providing additional support from faculty beyond that offered by the DGS in French/Francophone Studies. The Director of Graduate Studies will facilitate selection of mentors. Please see the section on "Mentoring" in Part II of this handbook for more information.

PhD in French/Francophone Studies

The Degree

The PhD program is intended to train scholar-teachers to do advanced research of professional quality in their specialized field, to teach courses in this field at all graduate and undergraduate levels, and to teach lower-division undergraduate courses in French/Francophone literature, culture, and language. Students are encouraged to take many different courses in order to discover areas of special interest, acquire the background necessary for the examination, and prepare for a dissertation as well as a career. Up to 30 hours of transfer credit may be counted toward the PhD degree with approval of the DGS and the Graduate School.

Students who complete the IU MA program and are then accepted into the PhD program will be expected to take their PhD exams in their seventh semester in the Department at the latest. The PhD exam may be retaken only once, in the eighth semester.

Students admitted to the PhD program must form their Advisory Committee and start working with the members of the committee to define their tentative dissertation topic and prepare their customized reading list within a semester after their admission to the program.

PhD Degree Requirements:

- 35 credit hours of graduate course work beyond the MA for a total of 65 credit hours of course work. Credits acquired by completing specific course requirements (e.g. F564, F603, F572, and F573) may count toward the total credit hour requirement.
- 25 credit hours of thesis (F875), elective, or other graduate credit selected in consultation with the Director of Graduate Studies.
- An outside minor (credit hours determined by the minor department).
- F564 (Issues in Literary Theory) or F652 (Séminaire sur l'intermédialité). Exceptions may be possible if approved by the DGS.
- F603 (History of the French Language I)
- AIs must complete F572 and F573 if they have not done so already.
- Reading proficiency in one foreign language relevant to your studies is required, with DGS approval of the language.
- At least one course taken for graduate credit in each of the six literary periods.
 - Medieval
 - 16th Century
 - 17th Century
 - 18th Century
 - 19th Century
 - 20th and 21st Century literature, culture and cinema
- Written examination. Students must develop a customized reading list in their intended area of specialization. Such a list can cover up to two centuries or periods. The options for what the PhD exam will cover are as follows (Note that “qualified exemption” is described in *The PhD Exam* section, below):
 1. 6 literary periods
 2. 5 literary periods plus literary/media theory
 3. 5 literary periods - requires qualified exemption from 1 literary period
 4. 4 literary periods plus literary/media theory - requires qualified exemption from 1 literary period
 5. 4 literary periods - requires qualified exemption from 2 literary periods

6. 3 literary periods plus literary/media theory - requires qualified exemption from 2 literary periods.
 - Dissertation.

Grading Policy

Graduate courses at Indiana University use the same grading scale as undergraduate courses, from A to F. Courses completed with grades below C are not counted toward degree requirements, but such grades will be counted in calculating a student's grade point average. Furthermore, grades obtained in graduate school are to be interpreted as follows:

1. Grades A+, A, A- : Given when the student's performance in the course is of a quality expected of a PhD student.
2. Grades B+ and B : Given when the work done is appropriate for an MA student, but is not of the quality expected of PhD students.
3. Grades B- and below : Given when the work is not of the quality expected of graduate students in the program.
4. Students whose GPA is lower than 3.0 may be placed on academic probation.

Language Requirements

Reading proficiency is normally demonstrated either by exam (consult the appropriate department for details) or by completing the second half of the appropriate graduate course series (FRIT-M492, HISP-S492, GER-G492, CLAS-L400, LING-C502, etc.) with a grade of B or better. Please note that the credits for CLAS-L300 and L400 and for LING-C501 and C502 count toward the 65 credits of PhD coursework. The 491-492 sequence, regardless of language, does not carry graduate credit.

The PhD Exam

Content Areas and Exemptions

The PhD qualifying examination consists of a written and oral exam verifying knowledge and analytical skills in the six major literary periods (see above), or in five literary periods plus literary/media theory. Thus a total of seven areas can be examined. To qualify for the PhD exams, students must have completed all courses previously taken. Specifically, students with Incompletes will not be allowed to sit for the exams. A student may claim exemption from up to two literary periods based on previous course work. Literary theory functions as an option which can replace one of the six literary periods. The questions on the exam are based on the PhD reading lists, except for the one literary period for which the student develops a customized reading list (see below).

To qualify for an exemption in a certain literary period, the student must have completed two graduate courses in that period and must have received a minimum grade of B in each course. Transfer courses from other institutions will not be allowed to count toward an exemption, unless such courses have been validated by successful coursework (with a grade of A- or higher) in the Department.

Timeline and Grading

Students have the opportunity to take the exam each Fall and Spring Semester. They should schedule to take their exams before the deadlines as given in the general timeline at the end of this document, and in consultation with the DGS. Students must confirm their intent to sit for the exam to the Director of Graduate Studies (with a copy to the Graduate Student Services Coordinator) at

least 60 days prior to the scheduled exam date. Roughly half of the exams are written in French and the other half in English. (This could be a 3/2 split in either direction.) The essays are graded by faculty members who are specialists in the given literary period (or literary/media theory) on a regular academic scale (A, B, C, etc.). To pass the written exams, students' grades must meet an average of B- (the minimum average for all the periods). Students who fail the written exams may retake them only once but must sit for all the periods again. The retake of the written exams must take place during the next exam session (e.g. for instance, in January, for those who have failed the exams in September).

Oral Exam and Retakes

The oral exam is conditional on the passing of the written exams and typically occurs in the following week, based on faculty members' availability. The oral exam is administered on the same periods and typically in the same language as the written exam, plus an exam on the history of the French language. To pass the oral exams, students must receive a grade of B- or higher in each period/subject-matter examined. Students who fail a given period/subject-matter may retake only that oral exam, as necessary. The retake cannot be sooner than one month per period failed and must be done within the following 6 months. For example, if a student fails four periods, the exam may be retaken between four and six months after the original exam date.

Students who fail the written or oral PhD examination may be placed on academic probation and their funding will be contingent on their academic progress, at the discretion of the DGS in consultation with the section faculty.

To help with exam preparation, old exam questions are available from the Graduate Student Services Coordinator for each literary period and for literary/media theory. Reading lists are available on the departmental website, under Student Portal > Graduate > French/Francophone Studies > [Exams + Reading Lists](#).

Customized Reading List

A "customized" reading list, to replace the standard one, must be developed by a student for a certain literary period, generally the period on which the student's dissertation research will focus. Such a list can cover up to two centuries or periods. It should be prefaced by a ½ page (300-word) rationale and tentative dissertation title. When it makes sense for the dissertation topic, and when a student plans to take a Theory exam, they may also replace the standard Theory list with a customized list. To support student professionalization, the rationale should be written in the language that will **not** be used in the actual thesis. The list should be developed in consultation with the DGS and the faculty members specializing in the appropriate period(s) and will be submitted to the French/Francophone Studies faculty as a whole for suggestions and approval. Students must begin circulating their individualized list to their Advisory Committee within three months from their admission to the PhD program and, upon approval of their list by the committee, they must submit it to the entire French/Francophone Studies Faculty at least six months before their exam date. The faculty will approve or suggest changes to the list within a month of the date when it was submitted, so at least 5 months prior to the exam date.

Dissertation Topic Proposal

PhD students are required to prepare a 5-page dissertation topic proposal to be sent to the DGS before the written exams. This paper will describe and explain the chosen topic, how that topic adds to the primary and secondary sources in the chosen field of study, explain the approach and methodology, and briefly describe the structure of the thesis.

To support student professionalization, the rationale should be written in the language that will **not** be used in the actual thesis. To prepare this project, students should consult in advance with the DGS and their Advisory Committee. Upon approval by the Advisory Committee members and submission to the DGS, the 5-page topic proposal will be used by the faculty who administer the oral examination as a basis for discussion, especially in their proposed area and/or period of interest.

PhD Dissertation Proposal

Students who pass their PhD exams proceed to PhD Candidacy in consultation with the DGS. They must present their dissertation proposal to the members of their Research Committee within one year of completing their exams. The proposal will develop from the individualized reading list presented for the PhD exams and will consist of at least 30 pages explaining the topic, the choice of primary sources and the research methodology for the PhD dissertation. The proposal will be submitted to the members of the student's intended Research Committee who will approve or suggest changes and corrections to it. Students are free to choose the language of their dissertation (French or English).

On some fellowship application forms, the date of the dissertation prospectus defense is requested. In our program, this is the date when the dissertation proposal is accepted by the intended Research Committee.

Timeline for Typical PhD Program

Students are encouraged to take as many Major courses as possible during their first four semesters and to cover the majority of their coursework requirements (PhD Minor included) during their first six semesters (although the Minor and language requirements can be finalized after the PhD exams). This can enable them to achieve ABD status ("all but dissertation" or, officially, Nomination to Candidacy) while using one or two years of remaining funding to focus on their dissertation and enhance their professional portfolio.

In order to take full advantage of the 12-credit AI fee remission, students should enroll in F875 thesis hours whenever possible in addition to course work. For further explanation, see "Steps Toward Degree Completion" in Section 2.

NOTA BENE: It is the student's responsibility to understand, inquire about, and comply with the milestones described above and in the table below. They include but are not limited to: planning ahead for and requesting information/clarifications about MA and PhD dossier preparation, criteria, and submission, all deadlines and procedures for nominating the PhD Advisory Committee and Research Committee as well as any other paperwork required by the Office of International Studies (OIS), the College Graduate Office, and the IU Bloomington Graduate School.

Semester	Courses	Exam deadlines	Other Actions/Notes
1	French/Francophone Studies courses F572 (mandatory for AIs) F875		Establish faculty mentor relationship.
2	French/Francophone studies courses F573 (mandatory for AIs) F875	End of semester: Faculty Review of Fast-Track students and decision regarding their admission to PhD.	
3	French/Francophone studies courses F875		Discuss any transfer credits for the MA with the DGS
4	Literature/culture courses Minor courses F875 Complete MA requirements	Faculty Review of MA students' coursework and decision regarding their admission to PhD.	Apply for MA degree and commencement, if applicable. Upon admission to PhD program, establish PhD Advisory Committee.
5	Literature/culture courses Minor courses F875	PhD exams for Fast-Track MAs admitted to PhD.	Discuss any transfer credits for the PhD with the DGS
6	Literature/culture courses Minor courses F875		
7	Literature/culture courses Minor courses F875	PhD exams	Upon passing PhD exams and completing all course work, apply for PhD Candidacy.
8	F875 Complete PhD requirements	PhD dissertation proposal	Choose research committee, submit dissertation abstract, submit Nomination of Research Committee form.
9	G901 (for PhD candidates) or F875		Work on dissertation.
10	G901 (for PhD candidates) or F875		Work on dissertation. Last semester of typical AI funding package.
	Continual enrollment in G901 or F875		Schedule defense with committee, obtain UGS approval of Defense Announcement at least 30 days before defense.

Exchange Positions Abroad

When there is an interested and qualified applicant from among the graduate students in French, as well as an interested student from the French university, the Department participates in a teaching exchange program with the University of Lille. Exchange instructors teach English in France for one academic year, which is counted as a year of departmental funding (AIsip). Stipends and teaching assignments of the positions vary. Only native English speakers will be considered for such positions. The Graduate Student Services Coordinator has more detailed information about these exchange positions.

Selection Criteria

Exchange positions are awarded to interested graduate students who wish to further their professional development (French language improvement should NOT be a primary goal). When there are more interested applicants than positions available, seniority, as well as the following guidelines, will be used in selection:

- Students should express a sincere commitment to finishing their PhD in the Department.
- Students who have already experienced a similar exchange year through IU or another institution shall not be considered for an exchange position unless there are no other applicants.
- All other considerations being equal, academic records and teaching performance may be used as selection criteria.
- Students may submit to the Chair a written request to be given priority for a given year due to unique or unforeseen circumstances.

Application

Students who are interested in participating the Department's exchange program should contact both the Chair and the DGS in November of the year prior to the planned exchange year. The Graduate Student Services Coordinator will send out a reminder. There is no formal application process, but students will be asked to write a brief letter explaining how the exchange experience would fit in with their professional preparation and (possibly) dissertation research.