

**University of California Santa Barbara
DEPARTMENT OF ANTHROPOLOGY
SOCIOCULTURAL SPECIALIZATION**

**M.A./PH.D. DEGREE PROGRAM GUIDELINES
2020-2021**

The 2020-21 Department of Anthropology *M.A./Ph.D. Degree Program Guidelines* is designed to be used in conjunction with the following for detailed requirements, policies, and procedures specific to the University and the Department of Anthropology:

1. The Graduate Division's *Graduate Handbook**
2. The Department of Anthropology's Graduate Program General Guidelines
3. The Department of Anthropology's Degree Requirement Sheets

Every attempt has been made to ensure that the information in this handbook is current and correct as of September 2020. It is each student's responsibility to confirm the deadlines, requirements and paperwork that apply to his/her degree/credential program at each step in the graduate school process.

It is important to meet, on a regular basis, with your own faculty advisor. Other key persons to consult as necessary are your Graduate Program Coordinator, the Faculty Graduate Advisor, Chair, and/or the Graduate Division.

* *Graduate Division's Graduate Handbook is available on-line at*
<http://www.graddiv.ucsb.edu/handbook/>

M.A./PH.D. PROGRAM IN ANTHROPOLOGY

SPECIALIZATION IN SOCIOCULTURAL ANTHROPOLOGY DEGREE PROGRAM GUIDELINES

OVERVIEW

The concerns of this program focus on the social and cultural anthropology of contemporary world processes. Our goal is to prepare students to participate in these matters both as scholars and as engaged citizens. Our programmatic emphases center on the cultural and social dimensions of such issues as distribution and inequality, production and reproduction, citizenship and statecraft, human-environmental interactions, religion, and media from the perspective of an engaged anthropology. Our regional interests are broad and include a special focus on California, an ethnically diverse “borderland” within the Americas and destination for a wide variety of diasporic community formations. As one of the world’s largest economies, and as a regional center within the Americas and the emerging Pacific Rim zone of socio-cultural, political and economic interaction, California is an ideal site for understanding the cultural, economic and political dimensions of the changing global order.

Faculty research and teaching emphases include:

- Political economy / economic anthropology (e.g., relations among state, market and civil society in contexts of global economic change including issues of labor and migration, service and knowledge sectors, technology and society, development, and sovereignty).
- Political ecology/environmental anthropology (e.g., biodiversity, natural resources and property regimes, tourism, agriculture, fisheries, and aquaculture).
- Relations among culture, ideology and power in historical and contemporary contexts (e.g., media and cultural studies, intersections of gender, race and class, new religious movements, history and cultural memory).

Our program incorporates strong foundations in theory and methodology, both qualitative and quantitative. Central to our research and graduate training is the traditional ethnographic approach of close observation, full immersion in social life, and long term fieldwork. Our program values intellectual linkages across the traditional subfields of anthropology. As well, we stress connections to other departments (Chicano Studies, Latin American and Iberian Studies, Environmental Studies, Geography, Global Studies, History, Linguistics, Marine Science, Music, Religion, Sociology, Women’s Studies) and research institutes through both research and programmatic connections that include graduate emphases, joint graduate programs, interdisciplinary research groups and seminars.

THE MASTER OF ARTS (M.A.) PROGRAM

The M.A. program in sociocultural anthropology is divided into two alternating years, one concentrating on anthropological and social science theory, the other on research design and methods. Students may take the required courses in any order, provided that all are completed during the two-year period. As well, students are encouraged to read as widely as possible beyond the core courses.

Requests to defer or delay any of the following requirements must be submitted in writing to the department for consideration, and approval will be granted only in extraordinary circumstances. Failure to comply with these requirements may result in the student being asked to leave the program.

I. **M.A. Committee.**

- A. During winter quarter of the first year the student will ask three UC ladder faculty members to serve on his or her master's committee. At least two members of the committee must be from the Anthropology Department, the third may be from another department or another UC campus. The chair of the committee must belong to the sociocultural subfield, but the other departmental committee members may belong to any subfield related to the student's interests. Additional members may be added and may even be outside the above restrictions, if appropriate. Committee membership may be changed at a later date if, say, plans for the dissertation change.
- B. Committee members are mentors, in professional and scholarly matters, and are expected to guide the student throughout his or her graduate education. Committee responsibilities include general advising, as well as the more specific work of evaluating students' annual reports, self-assessments, contracts, M.A. papers, research papers, funding and dissertation proposals, and dissertations. The committee's purpose is to assess the students' special needs, strengths, and weaknesses and to assist in developing the best program possible. Committee members are expected to help students prepare for doctoral advancement and to participate in the oral exam that is required for advancement. Students are expected to work closely with their committees throughout their graduate careers and to keep their members informed about activities and plans. This information is necessary if the committees are to represent the students' interests in the department and to provide advice.
- C. Once the committee members have been contacted and have agreed to serve, the student will complete the department's M.A. Committee form which provides a written record of committee membership. The form is submitted to the Graduate Program Coordinator.

*File the department M.A. Committee Form with the
Graduate Program Coordinator by the end of the first year.*

- D. If students decide to change their committees they must have the consent of the new member, inform all members of the current committee, and secure the approval of the

department chair. When changing M.A. committee member(s), the student needs to fill out the departmental Change of Committee Member form and file it with the Graduate Program Coordinator. Changing a Ph.D. committee member(s) requires a Graduate Division Change of Ph.D. Committee form.

- E. By the end of the first year each student will arrange an assessment meeting with all the members of the committee, the purpose being to discuss the individual's background qualifications and interests and to help set up a suitable program of study and research. The student will prepare for the interview by writing a First-Year Self-Assessment that includes a brief summary of his or her background in anthropology, research goals, and progress to date. A draft of the contract should also be presented to the committee for their review. Committee members may require that revisions be made to the contract. The guidelines for writing the Ph.D. Competency Contract can be found below and a sample contract can be found on the anthropology website.

II. Course work

- A. It is a university requirement that graduate students register for a minimum of 8 units of workload each quarter to be considered in fulltime status. The minimum required coursework for the M.A. is 36 units; under this category are included graduate seminars; upper division courses numbered 100-199; and individualized directed reading and research courses (596s) up to a maximum of 12 units. Units that count towards registration but not towards the M.A. unit requirement include lower division courses numbered 1-99, TA practicum (501), and all courses in the 500s range except 596s.
 - 1. At least two of the three courses taken per quarter must be graduate courses, while the third may be an upper division undergraduate class that is chosen with the goal of enhancing the student's background in his or her field of specialty. Lower division language classes are encouraged if they are necessary in preparation for fieldwork, but do not count as units for the M.A./Ph.D. degrees.
 - 2. Students must take at least one graduate seminar a quarter.
 - 3. A maximum of 12 units of 596, Directed Reading and Research, may be counted toward the degree.
 - 4. During quarters in which students serve as teaching assistants, Anthropology 501, Teaching Assistant Practicum, may serve as the third course, but will not be counted toward the M.A. unit requirement.
 - 5. The five core courses (see below) of the sociocultural M.A. program are required.
- B. **Core Courses:** The M.A. program includes four required core courses and a required capstone research seminar, taken during the spring quarter of the second year. The core program is designed to be completed within a two-year cycle, culminating in the

award of the M.A. During one year, the two required theory courses are offered; during the alternate year, courses in research methods, design and writing are offered. The courses in social and cultural theory are intended to provide a solid grounding in theory, and those in research methods and design provide background for the development of a research project.

1. The two core courses in social and cultural theory are 235A, "Foundations of Modern Social Theory"; and 235B, "Issues in Contemporary Anthropology."
 2. The two core courses in methods are 240A, "Research Methods in Cultural Anthropology" and 240B, "Research Design and Writing in Sociocultural Anthropology."
 3. During spring quarter of the second year and following completion of all of the core courses, students participate in the capstone M.A. seminar, 240C, "Research Seminar in Cultural Anthropology" during which they write an M.A. paper, either an original research paper or a draft Ph.D. dissertation proposal. Students are expected to work closely with their committee to decide which type of paper to submit. The draft dissertation proposal should conform to the format guidelines for a funding agency such as NSF or Wenner Gren. The research paper is an article length paper based on original, empirical field research on a subject determined in consultation with the committee, ideally at the beginning of the second year of study.
- C. Students are encouraged to obtain breadth by taking courses in the two other subfields of anthropology (archaeology and biosocial anthropology).
- D. Spring Quarter Proseminar:
This course is offered every year and is listed as Anth 232. Students need to register for this variable unit class as Satisfactory/Unsatisfactory. The department expects all first and second year graduate students to enroll in this class in addition to their regular course load. The aims are to expose all of first and second year students to examples of current research in the different subfields of anthropology, to provide opportunities to meet with eminent scholars from other institutions, and to provide a forum for collegial interactions among faculty members and graduate students. Students are required to complete the readings for each lecturer and attend an afternoon roundtable discussion and the Friday afternoon presentations.
- E. Faculty Proseminar:
This course is offered every fall quarter and is listed as Anth 277. Students need to register for the two-unit class as Satisfactory/Unsatisfactory. The department expects all first year graduate students to enroll in this class in addition to your regular course load. The purpose of the course is to expose students to the theoretical interests and the current research being conducted by our department faculty as well as affiliated faculty. Students are required to complete the readings for each faculty lecture and attend each presentation.

III. **Second-Year Dossier**

Toward the end of the spring quarter of the second year the student will submit to his or her committee a dossier that provides the basis for evaluating the student's progress and that indicates where he or she is headed in the future.

The dossier includes the following:

1. A self-assessment.
2. A complete list of courses taken with grades earned.
3. The MA research paper, either a draft of the dissertation research proposal or an original research paper. Students are expected to work closely with their committee to decide which type of paper to submit. The draft dissertation proposal should conform to the format guidelines for a funding agency such as NSF or Wenner Gren. The research paper is an article length paper based on original, empirical field research on a subject determined in consultation with the committee, ideally at the beginning of the second year of study.

The research paper/research proposal fulfills the University requirement of an MA Comprehensive Exam, and will be awarded one of the following scores: **PhD Pass** (required to continue to advance to candidacy), **MA Pass** (a terminal MA will be awarded), or **Fail**. Students have until the end of the following summer quarter to revise papers/projects which receive a Fail score. If the deadline is not met, the student will be recommended to the Graduate Dean for academic probation. If acceptable revisions are not completed after another quarter, the student will be recommended for dismissal.

IV. **First and Second Year Check-List**

The following is a check-list of items that the student must attend to during the first two years in the program:

A. First year

1. Set up an M.A. committee during winter quarter and file the appropriate form with the Graduate Program Coordinator.
2. Draw up the contract and file the appropriate form.
3. Take the two core courses being offered that year.
4. Take the Faculty Proseminar offered in fall quarter.
5. Take the Spring Proseminar.
6. Complete a total of 36 units.
7. Submit self-assessment and competency contract before the end of spring quarter.

B. Second year

1. Take the two core courses being offered that year.
2. Complete a total of 36 units.

3. Take the Spring Proseminar.
4. Work with the advisory committee in developing a research topic.
5. Take the Spring capstone seminar and prepare a draft dissertation research proposal or research paper.
6. Submit the second-year dossier to the advisory committee toward the end of spring quarter.

V. **Awarding the M.A.**

The student's M.A. committee evaluates the M.A. exam (proposal or paper) together with the other documents that comprise the second-year dossier, and on that basis recommends whether the student will be invited to continue to the PhD. A PhD Pass on the exam is required to be invited to continue in the PhD Program, but the committee considers a range of factors, supported by the dossier materials, including class performance, timely progress, departmental fit, and professional development, in deciding whether to recommend that a student be invited to continue in to the PhD.

After satisfactory completion of the second-year evaluation the student will be awarded the M.A. with permission to proceed to the Ph.D.. The student should now ask the Department Graduate Program Coordinator to make sure that all requirements have been completed and that the student's name and a degree check is submitted for the M.A. degree to the Graduate Division. Students who do not successfully complete the second-year requirements will either be awarded the terminal M.A. or be recommended to the Graduate Dean for probation or possible dismissal.

- A. The student must clear up any incomplete grades before the M.A. can be awarded.
- B. Students must be registered the quarter they receive the M.A.

VI. **Eligibility for Financial Support and Teaching Assistantships**

Students who by the end of their first year have not formed a committee, submitted an acceptable contract, or turned in a year-end self-assessment may be ineligible for financial support or a teaching assistantship in their second year.

THE DOCTORAL (Ph.D.) PROGRAM

After being awarded the M.A. the student's primary goal is to be advanced to candidacy for the Ph.D. The Department of Anthropology requires students to advance to candidacy by the end of their fifth year in the graduate program. Students formally advance to doctoral candidacy upon the committee's approval of research papers and dissertation proposal and successful completion of the

oral defense. Students not advanced to candidacy by the end of the fifth year may be subject to academic probation and department monitoring.

Students must have all requirements for their advancement to candidacy completed and approved by their committee before carrying out the project contained in the Ph.D. proposal. Once advanced, students may pursue independent studies in the department pending departure for the field.

I. Formation of the Ph.D. Committee.

As soon as the student has successfully completed the requirements for M.A. degree and has received permission to proceed to the Ph.D., he or she forms the Ph.D. committee. The M.A. committee and the Ph.D. committee may be the same, but that is not required.

- A. The student must have a minimum of 3 UC ladder faculty Ph.D. committee members. Two (including the Chair) must be in the Anthropology Department the third may be from another department or campus. Larger committees are permitted, but can present practical difficulties.
- B. It is important for students to keep all their committee members informed about progress toward the Ph.D.
- C. The student needs to file the Ph.D. Form I, along with the Conflict of Interest Form to establish the student's doctoral committee. If the composition of the committee changes at a future date, the student must file a Ph.D. Form I-A, Changes in Dissertation Committee, (www.graddiv.ucsb.edu) with the Graduate Division. A copy of any form sent to Graduate Division should be given to the Graduate Program Coordinator.

File the Ph.D. Form I and Conflict of Interest Form with the Graduate Division

II. Research Papers and Dissertation Proposal

The student's attention during this phase of the program is devoted largely to the preparation and writing of three documents.

- A. Two research papers. These review and analyze the literature dealing with the proposed Ph.D. research, and the minimum length of the papers is 30 to 40 pages, corresponding to the length of a standard journal article. Students should be registered in 596 (Directed Reading and Research) and/or 598 (Master's Thesis and Pre-Candidacy Preparation) courses while writing the research paper and proposal. A more detailed discussion of the papers is appended to these guidelines.
 - i. One research paper is theoretical. It surveys the theoretical debates that inform the research topic and that the project will address. In other words, this paper analyzes the theoretical issues that help to frame and contextualize the research.

- ii. The second research paper reviews the literature on the geographical area, culture, and historical background of the people who will be studied.
- iii. The exact focus of these papers is developed in consultation with the Ph.D. committee, which will be sensitive to the students' needs in acquiring the background needed for the research.

File the Research Paper Approval form with the Graduate Program Coordinator

- B. The dissertation proposal. The student will submit to his or her committee a substantial and polished version of the proposal for the dissertation research. It is written with an eye toward submission to funding agencies, but the version that is submitted to the Ph.D. committee is longer and more detailed than the ones that are submitted for funding. The document sets out the research problem, presents a review of the relevant literature, discusses the project's significance, and indicates the methods that will be used.
- C. These three documents are intended to form a progression, in that both the theoretical and area papers constitute a basis for the dissertation proposal itself.
- D. The research papers and proposal are developed in a process of consultation with the Ph.D. committee, and several drafts are usually necessary.

File the Dissertation Proposal Approval form with the Graduate Program Coordinator.

III. Oral Defense of the Dissertation Proposal

An oral defense of the proposal is required of all students. The defense is conducted by the student's committee and is open to other students and faculty; the candidate is expected to present an oral summary of her or his proposal and to answer questions posed by the committee and by others in attendance.

Normally, all committee members are in attendance at the oral exam. If a committee member or the chair of the committee is unable to attend the oral exam, the committee chair, in consultation with the student and other committee members, will seek a replacement from other ladder rank faculty and, depending on the circumstances, may invite that individual to join the doctoral committee. Alternatively, if no other ladder faculty member is available or appropriate, the committee chair will determine whether an existing committee member can serve as a proxy for the absent member.

Upon successful completion of all requirements for advancement, including the oral exam (with a committee of at least 3 ladder faculty in attendance), the student must *file Form II* with the Graduate Division with payment to the Cashier's Office.

Only after a student is advanced to candidacy can he or she register for Anth 599: Dissertation Research and Preparation.

IV. Submission of Dissertation Proposals to Funding Agencies

- A. Funding:** A major hurdle for the student is acquiring funds to support the research that will form the basis of the Ph.D. dissertation. Students may apply to a variety of funding agencies, including Fulbright Hays, the National Science Foundation, the Social Science Research Council, and the Wenner-Gren Foundation, among others. The student's committee will offer advice about where to apply, and the staff of the Graduate Division will help as well.
- B. Timing:** The timing of the submission of proposals is often a serious problem. Many funding agencies require submission in the fall, and they often take up to six months reviewing the applications. Students may write their proposals as early as the summer after receiving the M.A., submit them in the fall of their third year. In this case, they could obtain funding in time to begin fieldwork in the fourth year. It is more often the case that students prepare research proposals for submission to agencies during their third and fourth years. Nonetheless, we advise students to begin developing the dissertation proposal as soon as possible to allow for multiple submissions and revisions.

V. Course-work

Students are expected by the Graduate Division to be registered continuously, for 12 units a quarter, throughout their degree program, including the period of fieldwork and writing-up.

VI. Advancement to candidacy:

- A. Form the Ph.D. committee.
- B. Complete Competency Contract (in the first year of graduate studies).
- C. Continue taking courses.
- D. Write two research papers and the dissertation proposal.
- E. Defend the dissertation proposal in an oral defense.
- F. File Ph.D. Form II for advancement to candidacy
- G. Submit proposals to funding agencies. While this is not a requirement for advancement, it is a major focus of the student's work during this period.

Requirements for the Ph.D.: Fieldwork and Dissertation

Ideally students receive funding for their dissertation research in time to begin fieldwork during their fourth year, but it often takes longer than that, and if they are unable to begin field research until their fifth year they are still on a reasonable schedule. They can expect to spend a year or a year and a half in the field, and it will take at least a year to write the dissertation after completing the field research. Students who do not complete their Ph.D. in 9 registered quarters from advancing to candidacy become P3 status. As noted above, students who have reached P3 status are not eligible to

receive University funding and exceptions are required for employment. Because of these deadlines, we advise students to complete all requirements for candidacy as quickly as possible, but wait until absolutely necessary to file paperwork for formally advancing to candidacy. This enables students to maximize the time available for dissertation research and write-up, without entering P-3 status. Remember, however, that many agencies that fund doctoral research require the applicant to have advanced to candidacy by the application date or the award date. Students who have not advanced to candidacy by the end of the fifth year will be recommended to the Dean for academic probation.

1. Required time in the field. Students are required by the department to spend a minimum of three quarters in the field, but usually it takes longer, and graduate students are encouraged to take extra time if the project demands it. The problem of language proficiency alone may lengthen the period of fieldwork. The ideal time spent in the field varies from about nine to eighteen months, depending on circumstances.
2. Writing the dissertation. The department does not require students to return to UCSB to write the dissertation, but it is strongly recommended that they do so. It is important to remain in close contact with the Ph.D. committee which can serve as a sounding board for ideas; it is also important to work with them to ensure that the dissertation is developing along acceptable lines. The intellectual milieu of both the department and campus is also important in stimulating the student to write. Students must register (for 12 units) during all quarters that they are making use of campus facilities.
3. Acquiring committee approval. When the student has completed the dissertation, he or she submits a copy to each of the committee members for their approval. If the student has worked closely with the committee during the writing phase, then most of the problems will already have been worked out. But this will probably be the first time that the committee sees the dissertation as a whole, and it's likely that some revisions will be called for, just as one would expect in submitting a book manuscript for publication.
4. Filing for the Ph.D. Once the committee has approved the dissertation, the student should file for the Ph.D., following the instructions in the Guide to Filing Thesis and Dissertations at UCSB. This may be obtained from the Graduate Division website at: http://www.graddiv.ucsb.edu/pubs/filing_guide/
5. Oral exam waiver. The Department does not require that students take an oral exam on the dissertation or that they engage in an oral defense for the Archaeology and Sociocultural specializations, but the University requires that a form be filed that waives the orals. The student needs to file the Graduate Division's Ph.D. Form III-A, Waiver of Final Exam for the Degree of Doctor of Philosophy. Students are advised to obtain committee signatures on this form at the same time committee members are signing the dissertation pages. When all the members of the Committee have approved and signed the dissertation, the Ph.D. degree is awarded.

File the Ph.D. Form IIIA, "Waiver of the Final Exam..." as well as other forms required by the Graduate Division

GUIDELINES FOR PREPARATION OF COMPETENCY CONTRACT IN SOCIOCULTURAL

Your contract should document your past and intended coursework and other academic activities that contribute to providing adequate breadth in anthropology, sociocultural anthropology and your chosen research specialization. It may include courses taken as an undergraduate as well as courses you have taken or intend to take as a graduate student, whether in this or another department. It may also include various kinds of experiences particularly relevant to your education, such as a research experience that provides the chance to develop an expertise.

Your Contract should include the following elements:

- I. **ANTHROPOLOGY BREADTH:** A list of upper division undergraduate and graduate courses in anthropology and related disciplines (e.g., sociology, religious studies, linguistics) that provide breadth of knowledge in fields other than sociocultural anthropology. These should be categorized as follows:
 - A. Anthropological subdisciplines (e.g., linguistic anthropology, archaeology, biological anthropology)
 - B. Other disciplines

- II. **SOCIOCULTURAL BREADTH:** A list of upper division and graduate sociocultural courses that provide breadth of knowledge in the subdiscipline. Core courses or other courses or experiences that have exempted you from certain core courses should also be listed. All should be categorized as follows:
 - A. General method and theory, including history of the discipline
 - B. Field techniques
 - C. Quantitative and/or qualitative analysis

- III. **SPECIALIZATIONS:** A list of courses and other academic activities that provide training and experience in your specialization(s). In addition to courses taken in our department, these might include specialized field schools, courses in other disciplines and relevant research experiences. These should be listed under as many of the following categories as are applicable, and the specialization(s) should be indicated under "Area of Emphasis":
 - A. Regional specialization(s)
 - B. Topical specialization(s), e.g., nationalism, labor studies
 - C. Technical specialization(s), e.g., videography
 - D. Language competency

- IV. **TEACHING EXPERIENCE:** If you are, were, or plan to be a TA, indicate TAship under the "Requirements Satisfied By" column. Some of you may obtain teaching experience by other means.

- V. **RESEARCH PAPERS:** Give tentative or actual titles of the Ph.D. qualifying papers in the "Met By" column.

- VI. **DISSERTATION TOPIC:** Indicate at least a tentative topic, even if you are still unsure of the direction of your specialization.

- VII. **SIGNATURES:** The contract is a two page form. It provides spaces for the signatures of you, your advisor, and the two other sociocultural faculty you have selected to serve on your M.A. committee.

*File the original Contract with the Graduate Program Coordinator and
provide a copy for each committee member*

**GUIDELINES FOR THE RESEARCH PAPERS
GRADUATE PROGRAM IN SOCIOCULTURAL ANTHROPOLOGY**

For advancement to Ph.D. candidacy in the sociocultural anthropology program, students are required to write two research papers, one on theory and the other on the area of the student's research, as well as a dissertation proposal.

I. Purposes of the Research Papers

The purpose of the research papers is to enable the student to acquire fairly deep background in the literature that is relevant to his or her research topic. The "Annual Review of Anthropology" provides a model for the student to follow.

II. Subject Matter

- A. The theory paper should be a thorough analysis of the major debates on a given theoretical issue or topic having to do with the student's planned dissertation. It should be seen as the first step in building a theoretical framework for the dissertation research. Emphasis should be placed on critical analysis: a mere survey of the literature is not what is called for, but rather a systematic probing for lacunae, problems, implicit assumptions of past research, and the like.
- B. The area paper is an opportunity for students to familiarize themselves with the literature on the geography, history, and ethnography of the region, as well as the theoretical issues that have been pursued there. The paper should be written with a view to discussing and evaluating the main themes of past research and to unearthing areas of research or debate which remain unresolved or unexamined, to which such resolution or clarification the student's own dissertation research could contribute.
- C. Ideally the papers should point directly to the Ph.D. research the student proposes, and incorporate the student's fieldwork research design.
- D. Considerable latitude is allowed in selecting paper topics, but the topics must be cleared with the advisory committee before beginning the formal research.

II. Relationship to Seminar Papers

- A. The papers may be written, at least in initial form, for a graduate seminar.
- B. Even though a paper is sufficient for a given seminar, the Ph.D. committee may decide that the essay needs expansion or some other modification.
- C. Students may work on the papers while enrolling in Anthropology 596 and/or 598 courses.

IV. Format

- A. The minimum length of the research papers is 30 to 40 double-spaced pages of text (exclusive of notes or bibliography), which corresponds to the length of a standard journal article.
- B. Preliminary and final drafts should be clean and double-spaced; they should follow the format used by the *American Anthropologist* (consult the most recent style guide published in that journal).
- C. The paper should be carefully written, with special attention to grammar. Avoid the use of unnecessary jargon, but do not be afraid to use new terminology if it is appropriate. You may wish to consult one of the many style or writer's guides, such as *The Elements of Style* by William Strunk and E.B. White.
- D. You may be required to rewrite your paper one or more times before it is accepted.

Submit the department Research Paper Approval form signed by your committee to the Graduate Program Coordinator for your academic file.