

MA EXAM SIGN-UP SHEET

(This sheet also contains important information so you may want to take a second copy of it to keep for your reference.)

Please fill out clearly and completely.

Return to the mailbox of the Graduate Coordinator by the end of the second week of the quarter in which you plan to take the exam.

Late forms will be considered only if circumstances allow.

Name _____ Work Phone # _____

Street _____ Home Phone # _____

City _____ Zip Code _____ e-mail address _____

Remember that you must have completed all your coursework and have fulfilled the foreign language requirement before taking the MA exam. (It is acceptable to be enrolled in your last course toward the degree or your last foreign language class in the same quarter that you take the exam.)

Remember that once you pass the MA exam, you can no longer be a TA. You can apply to be a lecturer, but this is entirely different teaching pool. See Dr. Kann for details.

When did you first take classes as an English graduate student at Cal Poly?

Quarter _____ Year _____

When did you finish or when will you be finished with all of your coursework in the M.A. program?

Quarter _____ Year _____

Your cumulative GPA for all courses taken as a graduate student at Cal Poly must be 3.0 in order to graduate

Estimate of your average GPA right now: _____

If you have already fulfilled the foreign language requirement:

Foreign language _____

Translation exam passed: Quarter _____ Year _____

Professor who gave you the exam: Dr. _____

OR

Last foreign language class in which you received Credit at Cal Poly:

Quarter _____ Year _____ Class _____ Prof. _____

If you have not already fulfilled the foreign language requirement:

You must be enrolled in your last foreign language class in the same quarter that you plan to take the MA exam

OR

Notification that you have passed the foreign language translation exam must reach the Graduate Coordinator before the date of the MA exam.

If you plan to receive the TESL certificate, when did you finish or when will you be finished with your coursework?: Quarter_____ Year_____

If you plan to receive the Tech Writing certificate, when did you finish or when will you be finished with your coursework?: Quarter_____ Year_____

If you have not already filled out your Formal Study Plan and your Advancement to Candidacy form, please do so ASAP with the Graduate Coordinator. Then, after these forms have been completed:

If you have not already gone to the Evaluations Office in the Administration Building and had them evaluate your record, please do so ASAP. They will send you a Summary of Remaining Master's Degree Requirements which will list any discrepancies between your Formal Study Plan and the courses you actually took. If there are discrepancies, take this summary to the Graduate Coordinator and fill out an Amendment to the Formal Study Plan.

Once you are sent your Summary of Remaining Master's Degree Requirements, you should also be sent information on graduation (the ceremony, the diploma, etc.). If you would like to find out about these things beforehand or if you do not receive this information in the mail, call the Evaluations Office and they will tell you where to get the information.

The MA exam consists of six sections: British Literature, American Literature, Other (Literary Criticism, Ethnic Literature, Special Themes, or British-American Crossover question), Linguistics, Composition, and the Emphasis Area. The emphasis area you choose for your exam does not have to be the same emphasis area in which you did your coursework. Choose one of the following emphasis areas, which will indicate what kind of questions you want for the sixth section of the exam:

_____ Composition (questions related to composition theory; may also be a question asking you to comment on student writing)

_____ Linguistics

_____ Literature (questions asking you to do a close reading of a poem or a short prose passage)

When and from whom did you take ENGL 503 Linguistics:

Quarter_____

Year_____

Prof._____

When and from whom did you take ENGL 505 Composition Theory?

Quarter _____ Year _____ Prof. _____

If you are a DSS student or have other reasons to make any special request(s) regarding the MA exam:

Request:

Reason:

(You may continue your request and reason on additional paper.)

the date of the MA exam will be announced over email by the end of the second week of the quarter. The dates of the Fall MA exam workshops will also be given over email. Information about dates may also be obtained by calling the English Department office staff at 756-2596.

On the date of the exam, bring several pens (not pencils) and the blank paper on which you plan to write. You may also bring a dictionary, but no books or notes.

There is no penalty for failing the MA exam. You may fail the MA exam three times before having to petition the Graduate Committee with an explanation of why you should be allowed to take it again.

