

English Department Policy on Academic Standards and Funding

Overview

Assistantships, scholarships, and conference travel support are available to qualifying graduate students, both current and incoming. Awards are made on the basis of academic performance and relevance to disquisition research.

Academic Standards

As a general standard, A and B grades are expected of graduate students in the Department of English. While a C grade is considered satisfactory in most courses, it is not considered a passing grade for core courses in the student's graduate degree program.

All core courses within a student's degree program need to be completed with a grade of B or above. A core class in which a C or lower grade was earned should be retaken as soon as it is offered again during the student's scheduled degree program.*

- A 2.0 cumulative GPA is required to maintain satisfactory standing in the department and remain eligible for assistantships.
- The Graduate School will place students whose cumulative GPA drops below 3.0 on academic warning.
- Students who are unable to recover their GPA within the following the semester will enter academic probation and are no longer eligible for assistantships.
- Students whose cumulative GPA falls below 2.0 will not be offered an assistantship in the Department of English in the following semester and until that GPA has been recovered.
- *English 764: Classroom Strategies for Teaching Assistants* functions as the department's mentored teaching internship; an A or B in English 764 is required to continue teaching in the program. Students who receive a C or lower in *English 764: Classroom Strategies for Teaching Assistants* will not be asked to teach for the department.
- Appeals and requests for possible course substitutions need to be reviewed by the student's academic adviser and approved by the graduate program director.

Students should not carry more than a full-time load and need to maintain continuous enrollment throughout their degree program. Graduate students in English are encouraged to take no fewer than 1 and no more than 6 credits; credits in excess of the recommended 6 need to be approved by the student's academic adviser; credits in excess of 9 need approval by the graduate program director.

* Note that when a course has been repeated, both grades will appear on the transcript, but only the second grade will be used in calculating the GPA. Courses can be retaken only once, and only three courses total can be retaken. Note, also, that any courses in which a grade lower than C was earned and which cannot be retaken (because it is no longer offer or not offered again during the student's degree program) maybe not be counted toward the student's total credit hours.

Responsibilities as a Graduate Student

All graduate students are required to meet with their academic adviser once a semester to discuss their course work (current as well as upcoming), to schedule teaching observations, and to prepare an annual progress report.

- Students are required to keep their advisers updated on their academic progress and their disquisition plans and to consult with him/her about the program, its curriculum, and its opportunities.

- Students will be observed once per semester, by the Director of First-Year Writing during their first semester and by their academic adviser thereafter and until degree completion.
- Students are required to prepare, in consultation with their academic adviser, an annual progress report and submit it to the Director of Graduate Studies no later than March 15.

Responsibilities as a Graduate Teaching Assistant

- Teaching assistants are required to attend a day-long Fall and Spring writing program workshop, which typically take place in August and January.
- Teaching assistants are required to participate in end-of-semester writing program assessments, which typically take place in December and May.
- Teaching assistants are expected to hold class during their scheduled class meeting time. Rare cancelations may occur due to illness. The department needs to be notified of cancelations prior to class time, and the instructor needs to find a substitute instructor for his/her class for the day.
- Teaching assistants are expected to hold a minimum of one conference with their students per semester. Conferences may be brief and can be in small groups or one-on-one with the student.

Travel Funding

Graduate students may request funding from the English department, from the Dean of Arts, Humanities, and Social Sciences, and from the Dean of the Graduate School.

Note that funding is not guaranteed and always subject to the relevance of the topic and conference to the student's disquisition project; the quality and persuasiveness of the proposal letter; the endorsement and approval of the student's academic adviser; and the availability of departmental, collegial, and university funds.

Students whose GPA is lower than 2.0 and/or who have been placed on academic warning or probation are not eligible for travel funding.

Scholarships

Scholarships are available to qualified students through the Department of English, the College of AHSS, and the Graduate School. The English department accepts applications from current and incoming students annually from December 1 through March 1.

Applications may be submitted online via "[Apply Now](#)" and with active NDSU credentials only. All external scholarships are listed on, updated, and accessible through the same site. **Note that deadlines and eligibility may vary per scholarship.**

Nominations for the Graduate Teaching and the Graduate Paper award are sought via email during the spring semester, and applications materials may be submitted to the Director of Graduate Studies. Award recommendations will be made to the Chair of English after review of these materials by the Graduate Studies Committee.