HAA TRACKING FORM FOR THE PhD FOR STUDENTS ENTERING WITH AN MA

NAME:

PEOPLESOFT NUMBER:

Grad seminar in HAA
Grad seminar in HAA
Elective classroom course
Elective classroom course
Elective classroom course

CREDITS TO DATE:

CUM	IULATIVE GPA:				
CER	TIFICATES:				
A tot	al of 48 credits are required	for the PhD, listed in Table I and Table II below:			
		TABLE I: CLASSROOM COURSES			
9 cla	ssroom courses for a total of 2	27 credits (all taken for a letter grade, all 2000-level):			
	Class		Credits	Term	Grade
1	Methods	HAA 2005 - Methods Research and Scholarship			
2	Historiography	HAA 2007 - Historiography			
3	Grad seminar in HAA				
4	Grad seminar in HAA				

TOTAL CREDITS

Notes: Many 1000-level courses in HAA are cross-listed as 2000-level graduate courses and graduate students must register using this 2000-level number. These courses will not count for the HAA graduate seminar requirement. HAA 2970/FACDEV 2200 (Pedagogy) does <u>not</u> count as a classroom course.

Lower level language classes: these will not count toward the 48 credits required for the PhD:

Class	Credits	Term	Grade

TABLE II: CLASSROOM AND NON-CLASSROOM COURSES

The remaining 21 credits required for the PhD can be amassed as follows:

Classes:		Term	Grade
HAA 2905 Comprehensive Exam Preparation			
HAA 2906 Dissertation Prospectus			
HAA 2970 Teaching of Art History			

Additional Lectures/seminars,* Directed stu-	dies, Dissertation research and writing:	Credits	Term	Grade
	TOTAL CREDITS FROM TABLE II			

TOTAL CREDITS FROM TABLE II
+ 27 CREDITS FROM TABLE I +
= TOTAL PhD CREDITS =

Notes: Once students have accrued 48 credits, they should register for full-time dissertation study (FTDA 3999). Only under special circumstances (and with the approval of the DGS) are students allowed to take more than 48 credits in HAA.

^{*} When including courses in this section keep in mind that 1000-level courses do not count toward the graduate degree.

MILESTONES

As a milestone approaches you MUST contact the graduate administrator so the appropriate paperwork can be prepared.

Milestone	Date Expected	Date Completed
Certification of first foreign language	Within first semester	
Preliminary exam meeting	November 1 of first year	
Comprehensive exams and orals	Usually by second year	
Certification of second foreign language	Before advancement to candidacy	
Dissertation prospectus and advancement to candidacy	April 1 of third year	
Dissertation defense	Six-eight years after entry into program	

ANNUAL PhD COMMITTEE MEETINGS

Students must have a PhD committee meeting once a year before November 1.

Dates of annual committee meetings		

Please see the Graduate Student Handbook at http://www.haa.pitt.edu/graduate/handbook.html for additional information and details. If you have any further questions, please contact the Graduate Administrator or the Director of Graduate Studies.

Form updated May 2019.