

LINGUISTICS, M.A.

POLICIES

GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (<https://grad.wisc.edu/acadpolicy/>) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master's degree or earned ten years or more prior to admission to a doctoral degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

No credits from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW–Madison Special student. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

PROBATION

Probation is a warning to a student who is not making satisfactory progress in the Linguistics graduate program. Departmental probation for grades or failure to make satisfactory progress lasts for one academic year (two consecutive semesters), while probation for an unsatisfactory prelim paper or unfinished Incompletes lasts for one semester.

If a student on probation clears up the problem that led to probation within the time period allotted, nothing else happens, and the student can continue with the program.

If the student does not resolve the problem (e.g. raise the GPA or successfully complete a prelim), the student is dropped from the program at the end of the probationary period.

ADVISOR / COMMITTEE

Every graduate student must have an official faculty advisor. New students are assigned to the program director by default. By the end of the first year, students must decide whom they would like to work with, and must ask that person if they are willing to serve as advisor. If the faculty member agrees, the student is responsible for having the faculty member sign the advisor agreement form, and for making sure that it is placed in the student's file. All permanent faculty members in the Language Sciences program (including affiliated faculty but excluding visiting faculty) may serve as advisors. Faculty from outside Language Sciences may not serve as official advisors, although they may co-chair committees.

Every faculty member has the right to refuse to become a student's advisor. Every graduate student has the right to choose any faculty member as advisor, so long as the faculty member agrees. Students should also feel free to change advisors at any time, without fear of offending a faculty member. If a student changes advisors, a new advisor agreement form must be signed and filed, and the previous advisor must be notified by the student in writing.

The advisor guides the student in the choice of appropriate courses, in the planning of prelims and the dissertation, in choosing prelim committees and the dissertation committee, and in other professional matters. Students are reminded, however, that the fulfillment of departmental requirements is ultimately the student's responsibility.

Each semester, the student must consult in person with the advisor about courses for the following semester. Registration is blocked until this is done, and is only unblocked when the student turns in the relevant form to the department, signed by the advisor.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

The prelim paper must be completed by the end of the fourth semester.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (<https://doso.students.wisc.edu/bias-or-hate-reporting/>)
- Graduate Assistantship Policies and Procedures (<https://hr.wisc.edu/policies/gapp/#grievance-procedure>)
- Hostile and Intimidating Behavior Policies and Procedures (<https://hr.wisc.edu/hib/>)
 - Office of the Provost for Faculty and Staff Affairs (<https://facstaff.provost.wisc.edu/>)
- Dean of Students Office (<https://doso.students.wisc.edu/>) (for all students to seek grievance assistance and support)
- Employee Assistance (<http://www.eao.wisc.edu/>) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (<https://employee disabilities.wisc.edu/>) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (<https://grad.wisc.edu/>) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (<https://compliance.wisc.edu/>) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (<https://conduct.students.wisc.edu/>) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (<http://www.ombuds.wisc.edu/>) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (<https://compliance.wisc.edu/titleix/>) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic

Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

Fulltime enrollment is assumed in order to satisfy requirements on satisfactory progress as defined in the graduate student handbook.