

# PHILOSOPHY, MA

## 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 Credits Earned at Other Institutions

With program approval, students are allowed to transfer no more than 6 credits of graduate coursework taken as a graduate student from other institutions. Coursework earned ten or more years prior to admission to a master's degree is not allowed to satisfy requirements.

##### Undergraduate Credits Earned at Other Institutions or UW-Madison

No credits from a UW-Madison undergraduate degree are allowed to transfer toward the degree.

##### Credits Earned as a Professional Student at UW-Madison (Law, Medicine, Pharmacy, and Veterinary careers)

Refer to the Graduate School: Transfer Credits for Prior Coursework (<https://policy.wisc.edu/library/UW-1216/>) policy.

##### Credits Earned as a University Special Student at UW-Madison

With program approval, students are allowed to transfer no more than 9 credits of coursework numbered 500 or above taken as a UW-Madison University Special student. Coursework earned ten or more years prior to admission to a master's is not allowed to satisfy requirements.

#### PROBATION

Students who have four or more grades of "Incomplete" may not register for further work until these Incompletes have been removed. It is the policy of the philosophy department not to give Incompletes, except when illness or events beyond the student's control prevent the completion of course work.

If a student who is not making satisfactory progress (a) has at any one time three or more Incompletes that have been on the student's record for one semester or more, or (b) has not passed the dissertation prospectus examination by the end of the ninth semester of residency, or (c) has at any time a cumulative GPA of less than 3.5 in philosophy graduate seminars (those numbered 800 and above), then the student will be placed on probation; and if after two semesters there is still a deficiency, the student will be removed from the program.

No student while on probation is eligible for appointment as a TA, PA, or RA nor will that student be recommended by the department for a fellowship.

### ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects students to meet with their advisor on a regular basis.

The assistant to the chair serves as the advisor for the first year or so. Students then select an advisor and, as coursework and other requirements are completed, a committee of faculty is selected by the student to serve as advisors.

### CREDITS PER TERM ALLOWED

12 credits

### TIME LIMITS

The program of study that you work out will be designed for completion, normally, by the end of the sixth or seventh semester of full-time graduate studies.

To make satisfactory academic progress, a student must attempt to complete the logic requirement by the end of his or her first year. If the student does not fulfill the requirement, then another attempt must be made in the third semester. If the student fails to satisfy the requirement again, another attempt must be made in the fourth semester. If the student fails to pass the requirement by the end of his or her fourth semester, then this will constitute failure to make satisfactory academic progress. Subject to instructor's willingness, a student may attempt to pass the requirement more than once in a semester.

All entering graduate students will participate in a proseminar in their first term in residence. All graduate students must take the Teaching Philosophy course during their first year of teaching.

A student who is normally enrolled and in residence in the PhD program is making satisfactory progress unless that student:

- has not attempted to complete the logic requirement by the end of the first year in residence and continued to attempt to complete the logic requirement in each subsequent semester until completing this requirement, or
- has not completed the logic requirement by the end of the second year in residence, or
- has not satisfied the history of philosophy requirement by the end of the third year of residence, or
- as not become a dissertator by the end of the fourth year of residence, or
- has not passed the examination on the dissertation prospectus by (a) the end of the ninth semester in residence or (b) within one year after passing the prelim, whichever is later.

Moreover, failure to submit a passing prelim by the end of the seventh semester will result in dismissal from the program.

Refer to the Graduate School: Time Limits (<https://policy.wisc.edu/library/UW-1221/>) policy.

### 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://employeeedisabilities.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

n/a