

## **Additional Policies for the MA Program**

Below you'll find some of the policies that most commonly arise as the MA student and advisor plan the student's course through the program. Included are both English Department (ED) and Graduate School (GS) policies. In general, English Department policies can be appealed by the advisor writing a request to the graduate coordinator. Graduate School policies are more difficult to appeal, and usually require the advisor's writing a formal appeal letter to the Graduate School (usually with the assistance of the English Department Graduate Coordinator). Please see the Graduate Bulletin (<https://catalog.colostate.edu/general-catalog/graduate-bulletin/>) for more details and policies.

### **Independent Study (E695)**

- A maximum of two (2) credits of E695 can count toward the MA degree. (A student may sign up for—and receive credit for—more than two, but only two credits will count toward the degree.) (ED)

### **Internships**

- a maximum of six (6) credits of E684 and E687 (combined) can count toward an MA degree. (ED)
- In general, two-year GTAs will take more than six credits of E684, but only six will count toward their MA degree.
- See notes on regular and irregular courses below.

### **Regular and Irregular Courses**

- In general, “regular” courses (as defined by the Graduate School) are the types of courses in a classroom with a class of students and a professor. These courses have numbers lower than \*82. “Irregular” courses in the English department (again, as defined by the Graduate School) have numbers of \*82 or higher and include courses such as internships (E684 and E687), independent studies (E695), portfolios (E694), projects (E698), and theses (E699), and any courses graded pass/fail.
- At least 12 credits must be at the 500 level or higher; must be earned at CSU; and must be in regular courses. (GS)
- With the exception of specified courses in the English Education MA, all courses taken in the English Department and applied to the MA degree must be taken at the 500 level or above. (ED)

### **Outside-of-Department Courses**

- Up to nine (9) credits of coursework for an MA can come from CSU courses outside the English department. These credits must be at the 300 level or higher. (ED)

### **Transfer Credits and Prior-to-Admission Credits**

- A minimum of 24 credits must be earned at CSU, 21 of which must be earned after admission to the Graduate School. (GS)
- Courses transferred to an MA program must have a grade of B or higher and must have a CSU equivalent at the 500-level or higher and must be “regular” courses. (GS)
- Courses used to complete another degree cannot be counted toward the Masters degree. (GS)

- Graduate courses taken at CSU prior to admission to the Graduate School can be applied to an MA degree if the grade earned is B or higher. (GS)

**Portfolios, Projects, and Theses**

- A maximum of two credits of E698 (Project) can count toward an MA degree in either the English Education and Writing, Rhetoric, and Social Change programs. A maximum of three credits of E698 can count toward an MA degree in either the Literature or TEFL/TESL programs.
- A maximum of six credits of E699 (Thesis) can count toward a Plan A MA degree. No E699 credits can count toward a Plan B MA degree.