

REQUIREMENT 4: QUALIFYING EXAMINATION

Students who have fulfilled all course and language requirements may then proceed on to the oral qualifying examination. Students are expected to take the qualifying examination by the end of the third year. This is considered normative time by the department and the Graduate Division. Students preparing for orals enroll in 12 units of independent study, English 602 (S/U). The Course Control Number (CCN) for 602 is obtained from the Graduate Office each semester.

The Qualifying Examination consists of three parts, or fields, of approximately equal time, which should be about thirty minutes each. Two of these parts must be selected from the historically defined fields, listed below, namely any two contiguous fields from this list, or any single field and a related field chosen from other Anglophone literatures. In most instances, the fields are contiguous if their numbers are consecutive. Contiguity can also be met by crossing national borders; thus, for example, field 4 (Seventeenth Century through Milton) counts as a field contiguous with field 10 (American Seventeenth and Eighteenth centuries). Students with special research interests must petition to the Graduate Chair for approval to declare two noncontiguous fields.

Historical Fields

- | | |
|---|---|
| 1. Old English | 7. Romantic |
| 2. Middle English | 8. Victorian |
| 3. Sixteenth Century | 9. British Twentieth Century* |
| 4. Seventeenth Century through Milton | 10. American Seventeenth and Eighteenth Centuries |
| 5. Restoration and Early Eighteenth Century | 11. American Nineteenth Century |
| 6. Later Eighteenth Century | 12. American Twentieth Century* |

* An emphasis in either modern or contemporary must be specified

While the English Department does not provide a single orals list for each historical field, because we believe Ph.D. students can benefit from constructing field lists themselves, we understand that the EGA keeps a record of student-generated lists. We recognize that these are valuable study aids and that they are available for students to examine and compare. We also encourage students to consult with faculty about the lists. This process should begin with the orals adviser, but may extend to all members of the faculty, including the field examiners. Historical field lists are advisory rather than contractual; they determine the parameters of the exam, but do not rule out the possibility that the conversation may range more broadly. Students may not refer to copies of their historical field lists during the exam.

The third field, which explores a topic in preparation for the dissertation, is designed by the candidate in consultation with the orals adviser. The third field should be described by a reading list, which may be accompanied by a field statement, of no more than one page, which presents the governing questions or issues that motivate and organize the composition of this list. The third field reading list, and statement if one is written, must be approved, and signed, by both the orals adviser and the third-field examiner and submitted to the Graduate Office no less than one month prior to the proposed date of the exam. Students may refer to copies of their third field lists and statements during the exam.

At the beginning of the semester in which the student intends to take this examination, he or she should submit for the approval of the Graduate Chair an orals application, signed by the orals adviser, listing the two historical fields and a brief description of a third field. The application form is obtained from the Graduate Office. The student and adviser together are encouraged to propose the names of appropriate examiners; suggestions for the 'outside examiner' (see below) are especially welcome. There can be no guarantee, however, that the actual committee will match the proposed list. While students may wish to do 'mock' exams with their advisers as practice for the actual qualifying examinations, they should not do 'mock' exams with any member of the faculty who is a potential or actual field examiner.

Ph.D. qualifying examination committees will consist of five ladder faculty, at least three of whom must be from the English Department, who will serve in the following capacities:

- A. **THREE FIELD EXAMINERS:** Each of these examiners has the primary responsibility for one of the fields listed by the candidate in his or her description of the fields. A field examiner should expect to conduct a direct examination of approximately thirty minutes on that field.
- B. **ONE GENERAL EXAMINER:** The primary aim of the general examiner is to maintain an overview of the examination and to ensure that the standards of the Graduate Division and the Department have been met.
- C. **THE CANDIDATE'S ADVISER:** The faculty member primarily responsible for guiding the candidate in his or her selection and preparation of fields will also be on the committee. The adviser's presence should reduce the ambiguities and misunderstandings that can arise between the candidate and the committee as to the nature and content of the fields under examination.

THE CHAIR: One of the examiners, though not the adviser or the outside member, will chair the examination. The chair must be from the English Department and a member of the Berkeley Division of the Academic Senate. The chair ensures that the examination is well-conducted and thorough as well as fair to the candidate, that there is a judicious coverage of the material in breadth and depth, clear lines of questioning, and a variety of approaches to the material. The chair is also responsible for drafting the report of the examination results. The chair should circulate an initial draft to all exam committee members within seven days of the exam. While the chair may wish to incorporate suggestions from other committee members, ultimate authority over the content of the report remains with the chair (though any committee member has the option of filing a letter supplementing the chair's report). The final report should be filed in the Graduate Office within 14 days of the exam. The chair of a qualifying examination cannot go on to become the candidate's dissertation director.

THE OUTSIDE EXAMINER: The outside examiner must be a Berkeley Academic Senate member and serves as the Dean's representative in order to lend the necessary balance and independence needed to ensure that the candidate's mastery of the subject matter is broad and comprehensive. The outside examiner may serve as a field examiner or as the general examiner but cannot chair the exam. A faculty member whose appointment is split between another department and English cannot serve as the outside examiner.