

**Joint Ph.D. in History of Art and Architecture and
Middle Eastern Studies
Requirements, Policies, and Procedures
2008–2009**



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Studying in a Joint Program

The joint program in History of Art and Architecture and Middle Eastern Studies is designed for students interested in enriching their program of study for the Ph.D. in History and Art and Architecture with firsthand knowledge about the Middle East based on literacy in its languages and an understanding of its political and economic realities, its culture and traditions. As a student in an interdisciplinary program you are a full member of the Department of History of Art and Architecture cohort, but also have an intellectual home at the Center for Middle Eastern Studies (CMES) and access to CMES faculty, facilities and resources. There are many benefits associated with the joint program, but also some administrative idiosyncrasies. This supplement is intended to clarify administrative procedures.

Program Requirements

Students follow the requirements of the Department of History of Art and Architecture with minor adjustments. See program overview overleaf for more details.

Paperwork

All paperwork pertaining to your satisfactory progress, as well as other academic and administrative matters must be filed with the Acting Director of Graduate Studies at CMES. Examples of paperwork include:

- Summer research proposal and request for release of summer stipend (years one and two)
- A request to count credit for a course taken at another Harvard Graduate School
- Grant and fellowship applications
- Applications for non-resident status as a traveling scholar or taking a leave of absence
- The application for the Ph.D.

CMES deadlines apply to students in the joint program.

An exception to this rule is the application for the **Interim A.M. Degree in History of Art and Architecture**. Students are encouraged to apply for the A.M. degree after completing one year of course requirements, typically at the beginning of the fall term of their second year of graduate study. Students may collect the Application for Degree from the Acting Director of Graduate Studies at CMES.

Resources

Students in the joint programs at CMES have access to:

Academic Conference Funding

CMES students whose papers have been accepted for presentation at an academic conference may request reimbursement for travel-related expenses subject to funding availability. Once approved, original travel receipts must be submitted to the CMES Financial Associate for reimbursement. Please note that CMES cannot process reimbursements for expenses older than 60 days.

Summer Travel and Research Stipends

There may be a limited number of grants for summer travel in 2008. The Acting Director of Graduate Studies will circulate an announcement about the grants in April.

Office Space

CMES offers the use of two shared offices on the second floor of 17 Sumner to students in their final dissertation-writing year. Only students who have received a dissertation completion grant will be eligible to sign up for use of the room on a time-share basis. Contact Kendra Slaughter (CMES Office Manager) for details.

Teaching Fellow Positions

CMES does not coordinate Teaching Fellowships. Students must follow the TF application process in the History of Art and Architecture department to be considered for TF positions. The initial hiring of TFs, however, is carried out by course heads. It is up to each student to cultivate faculty patronage networks (and the TF Coordinators) in order to secure four TF positions for the academic year. Qualified CMES students have found TF positions in the departments of Economics, Government, History of Science, Study of Religion, and at the Law and Divinity Schools, as well as in their home departments. Since all such appointments are contingent upon enrollments, confirmation of appointment can only be made during the first few weeks of the course meeting.

Joint Program in History of Art and Architecture and Middle Eastern Studies: Overview

YEARS 1–3

In the first two years, students must take a minimum of 16 half-courses and complete the following obligatory coursework: one half-course and one seminar in another period of art history, and one half-course and one seminar in another aspect of Middle Eastern Studies. In general, the department requirements are followed with minor adjustments.

Proficiency in a European **language** (French, German, Russian or Italian) is assessed by the student's academic advisor. Students must master the Middle Eastern languages most relevant to their course of study and research. Often Arabic plus Persian or Turkish are recommended.

The **General Examination** is designed in accordance with each student's specific needs.

Full-time students must be registered for four half-courses per semester. Students should register for TIME-C, TIME-R, or TIME-T to indicate full-time study if enrolled in fewer than four courses. Please note however that TIME is *not* graded and that the department does not count TIME toward the 16 half-courses required.

G1 Year	Fall 4 half-courses	Spring 4 half-courses/time	Summer Language training General exam reading
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Satisfactory Progress: B+ minimum grade in pro-seminars. Minimum overall grade average of B+. Satisfactory review by first year review committee.

G2 Year	Fall 4 half-courses	Spring 4 half-courses	Summer Pre-dissertation research
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Satisfactory Progress: Completion of coursework. Minimum overall grade average of B+. Complete a *CMES Progress Report*.

General Examination	End of second year; no later than end of third year
Dissertation Prospectus	Identify a committee and topic. Prepare a formal dissertation proposal of 5 to 10 pages in length, in a conference of faculty and students. Write proposals for dissertation research grants.

G4–G5

RESEARCH. *Satisfactory progress* determined on the basis of student's reports to the advisor. Complete an annual *CMES Progress Report*.

G5 and later

WRITE UP DISSERTATION. *Satisfactory progress* determined on the basis of the writing schedule a student arranges with his or her advisor. The program is designed to be completed in six or seven years.

Final Year

Inform Graduate Coordinator (History of Art and Architecture) and Acting Director of Graduate Studies (CMES) of intent to graduate. Follow department guidelines for Dissertation Defense. Candidates should keep in mind the Graduate School of Arts and Sciences deadlines for submission of the dissertation and degree application when scheduling the defense.