

# STRUCTURE AND LEVELS OF POSTGRADUATE STUDIES

The University offers opportunities for further study to those who already have a 'Licenciatura' and gives three types of diplomas or degrees:

- ❑ A student who successfully passes 20 course-credits will be awarded a **Postgraduate Certificate**;
- ❑ A student who, after the Certificate, successfully passes 12 credits in research work under the guidance of a supervisor is considered **Qualified for Research**. After this, a student may take a final oral examination leading to the **Diploma of Advanced Studies (DEA)**;
- ❑ A student who, after having passed the 32 credits (courses and postgraduate research paper), wants to undertake further research leading to a doctoral thesis will be awarded a **Doctorate/PhD Degree** if the research work, judged by a Committee, is of sufficient standard and makes a significant contribution to the knowledge in our field.

Courses are arranged by **programme** (APPLIED LINGUISTICS in the linguistics track and UNSTABLE IDENTITIES: CONTEMPORARY APPROACHES TO BRITISH AND NORTH-AMERICAN LITERATURE in the literature track). In principle, every course on offer is firm, pending only registration by at least **5 students**. Reading lists may be subject to certain changes, and lecturers will advise students on this point. Courses are taught in either the **first semester** (which for postgrad purposes is defined as running from November to February) or the **second semester** (from March to June)

## COURSE TYPES

They are of three kinds: 1) Most courses on offer are *Standard* (= Fundamentales), though on occasion 2) a *Methodological* course may be offered. In addition, each programme may recognize as 3) *Related* (Afines) a certain number of courses on offer within other programmes run in the UAM or some other university, to a maximum of 5 credits. The courses in these two programmes are generally optional, though on occasion one of them may be compulsory.

## THE SYSTEM

Courses are reckoned on a credit basis. One credit equals 10 contact hours. Students are expected to total 32 credits over two periods in the following way:

- a) **Study period** (at least 1 year, usually more): students will be expected to obtain 20 course-credits, of which at least 15 must be Standard, the rest may (but need not) be

taken in Methodological or Related Courses. After this period, the successful candidate will be awarded a Certificate. Because it is at times difficult to total exactly 20 credits at the end of this period, a margin of 5 credits has been set up by the Administration: this means students *may* register for up to 25 credits, though only 20 will be computed at the end.

b) **Research period** (1 academic year): students will be expected to register for, and obtain, 12 credits in research work, either in one single 12-credit paper (9 months' work), or in two 6-credit ones (4 months' work each). Those unable to complete the paper in the time allotted may register again for a second year, though they will forfeit their initial registration fee. Students in doubt should consult the coordinators of the postgraduate programmes.

**The paper** or papers are defined within a cover label. For the *Applied Linguistics Programme*, this will be *Trabajo de Investigación en Lingüística Aplicada*. For the *Literature Programme*, it will be *Trabajo de Investigación de Postgrado en Literatura Contemporánea Británica y Norteamericana*. The paper will then have its own specific topic and title, which the student will decide with his/her supervisor. After being examined by a Committee on the basis of their work over these two periods, students will be awarded an Advanced Studies Degree: **DEA** (Diploma de Estudios Avanzados), equivalent to an official **MA** (Master of Arts) degree, and recognized by every university in the country. The student may now engage in work towards a **Ph.D. thesis** (Tesis Doctoral) which will, upon completion, be submitted to the approval of the Department and defended publicly before a Committee. The student will be expected to answer any questions or objections posed by the members of the Committee.

The information above was in agreement with the regulations issued by the Ministry of Education (Real Decreto 778/1998, BOE n1 104 of 1 May 1998, pp. 14.688 ff.). Prospective postgraduate students are advised to acquaint themselves with the said regulations, **and also with the new ones**, such as the "Normativa de Estudios Oficiales de Postgrado de la Universidad Autónoma de Madrid" (22<sup>nd</sup> April 2005), as they are likely to affect them. See *Homologation* below.

## **ENTRANCE REQUIREMENTS**

Access to the postgraduate studies of the Department of English at the UAM is subject to university regulations; furthermore, all applicants to any of the Department's postgrad programmes will be screened by a Doctoral Committee. The standard procedure is as follows:

1. *Pre-registration* (preinscripción, pre-matrícula) in the Faculty in late September or early October. The exact dates will be posted by the Administration in due time.

2. *Interview*. The Department will invite all pre-registered students to appear before a Doctoral Committee for an individual interview at an appointed date sometime in the second half of October. **Students will be required to submit copy of an official transcript of their academic records (Expediente Académico) at the time of the interview.**
3. *Registration* (matrícula). Those candidates who pass the interview successfully may start attending postgraduate courses forthwith, pending a proper registration at a time appointed by the Administration (sometime in October). There will be a special deadline for foreign students. Courses start usually at the beginning of November.

## **ERASMUS/SOCRATES STUDENTS**

It may happen that, after completing his/her degree studies, a student obtains a grant to pursue postgrad studies abroad. Prospective candidates should contact the coordinator of the programme they wish to work in to arrange for an interview. This is important because it affects their chances of obtaining *homologation* (convalidación), a special, official recognition and transference of credits or degrees from one system or country to another. Students will be expected to submit sufficient evidence as to the postgraduate nature of their studies abroad, before such studies can be homologated for their equivalent in the UAM. Students in doubt should contact the coordinator/s of the postgraduate programmes in our Department.

## **TUTOR**

Postgraduate students are required by law to select a lecturer as their tutor. This tutor need not be the person who shall eventually supervise their research paper or doctoral dissertation. Students are advised to consult with their tutor regarding any problems they may encounter. In particular, they are expected to consult with their tutor in the event of their desiring to go abroad with a Socrates or similar grant, since this situation may give rise to difficulties vis-a-vis homologation.

## **HOMOLOGATION OF FIRST PERIOD CREDITS**

Students registered in the old system (before 1998) who wish to transfer their credits to the new system will have to submit 20 course-credits in order for their First Period to be considered successfully passed. No further credits will be computed, however; students will then have to obtain 12 research-credits for the Second Period, or submit evidence that they have carried out work of an equivalent nature. The procedure has now been officially established as follows (precise dates to be posted by the Faculty):

1. In late September/early October, candidates will submit their application for homologation of their 20 course-credits to the Secretary of the Department. Simultaneously they will apply for admission to the general Research Field they wish to work on (see **The System: b) Research Period** above).
2. The Department will send all applications to the Faculty Secretary.
3. About a week later, the Department will receive the transcripts of First Period records relevant to the applications.
4. During the last week of October, the Department will post a list of all candidates admitted for homologation and the specific Research Field they are accepted to. This list will have an official value, therefore students may start working on their research paper forthwith.
5. At the beginning of November the Department will send this list to the Faculty Secretary.
6. Later in November students will officially register (=matrícula) for the second period.

## **LANGUAGE**

PhD dissertations written in English are acceptable in the UAM; they will simply have to be accompanied by a (brief) introduction and conclusion in Spanish. The Department of English Studies encourages students to write their dissertations in English, as this will give their research a chance to participate in the international forum of English studies.