

THEATRE, MFA

The Master of Fine Arts degree in theatre has six areas of study:

- Acting
 - The acting concentration is a rigorously structured sequence of study that provides the actor a solid base of technique and proficiency in an array of acting styles and methods.
- Arts Management
 - The Arts Management Concentration offers a well-rounded education through coursework from the Department of Theatre and Dance, the Manderson Graduate School of Business, and the College of Communications and Information Sciences
- Costume Design and Production
 - The Costume Design and Production Concentration includes general and advanced courses in costume design, history, construction, and crafts.
- Design and Technical Production
 - Students in this concentration meet regularly with their area of study director for instruction, discussion of theory, design techniques and analysis/criticism of projects on the mainstage and studio theatres.
- Directing
 - The directing concentration is an intense three-year program with a dual focus on production and preparation for academia. It is geared towards nascent directors who have already mastered the basics of theatre directing and helmed a few productions (of any size or budget, including very small).
- Stage Management
 - The stage management concentration is a production-oriented, three-year intensive that focuses on providing a diversity of management experience to candidates as well as ongoing mentorship and extensive teaching opportunities in an academic environment.

Admission Requirements

While the MFA degree has several areas of specialization, admission is granted in only one area. Admission to the MFA degree program in theatre requires satisfaction of all admission requirements as described in the Admission Criteria section of this catalog. (Note that no test scores are required). Also required is an interview, including audition and/or portfolio review. Certain areas have specific admission requirements as noted below.

The MFA degree program requires specialization in one area of production. Students in the program must be admitted to one of the following areas of study: acting, arts management, costume design and production, design and technical production, directing, and stage management.

The MFA program is normally a three-year program. Students who hold the MA degree in theatre upon admission to the program may expect a shortened course of study, dependent upon faculty evaluation of the previous work. Students seeking such a shortened program must apply to have previous work evaluated. Normally, a two-year minimum residency is required for students with shortened programs.

See the Admission Criteria section of this catalog for more information.

Degree Requirements

Subject to approval by the department chairperson and the dean of the Graduate School, in specified programs, a maximum of 15 semester hours of graduate work may be transferred from another institution. These hours must be in theatre or in a closely allied subject, and they must contribute to the student's educational objective. Should deficiencies in the student's undergraduate program be perceived, appropriate undergraduate courses will be required. While these undergraduate courses may not be counted toward the graduate degree, they may be taken in addition to the maximum allowable number of graduate hours.

All students must follow Plan II (non-thesis) and complete 60 semester hours of graduate coursework for the degree. Continuation in the MFA degree program is contingent upon recommendation by the theatre faculty, following an annual review of the student's academic and production work. Students may be placed on probation following the review; students placed on probation have one semester in which to reestablish good academic standing. Under no circumstances will a student be permitted to continue in the program on probation for more than one semester.

The Department of Theatre and Dance uses "contract advising, that requires each student in the department to develop a plan of study within six weeks of beginning the program, in conjunction with an assigned advisor from the student's area of specialization. The plan of study must meet the minimum requirements of the Graduate School and the Department of Theatre and Dance, and have the approval of the assigned advisor. While each plan is developed individually, examples of typical curricula are available on request from the department. A student with a .5 FTE departmental assistantship cannot take more than 12 hours and no less than 6 hours of graduate work during a semester or more than 6 hours in each term of the summer session.

Program Core		Hours
TH 551	Hist Of The Theatre I	3
TH 552	Hist Of The Theatre II	3
TH 600	Advanced Practicum I	2
TH 601	Advanced Practicum II	2
TH 603	Advanced Practicum III	2
TH 695	Capstone Experience in Theatre	3
Credit Hours Subtotal:		15

Concentrations

Acting Concentration		Hours
Select 45 hours from the following		
TH 540	Stage Movemnt Phys Acting	6
TH 541	Advanced Scene Study	3
TH 542	Careers In Prof Theatre	3
TH 543	Script Analysis Interpnt	3
TH 544	Period Acting Styles I	3
TH 545	Period Acting Styles II	3
TH 546	Adv Voice Speech Perform	3
TH 547	Stage Dialects	3
TH 548	Rehearsal Process	3

TH 554	Seminar Contemp Theatr	3
TH 555	Seminar Th Hy: Classic	3
TH 557	Sem Th Hy: American	3
TH 558	American Feminist Theatre	3
TH 567	Musicl Theatre Repertoire Coac	1-2
TH 570	Theatre Management	3
TH 575	The Singing Voice	2
TH 576	Intermediate Group Voice	2
TH 582	Playwriting I	3
TH 602	Internship	1-3
TH 640	Prob Stage Move Phys Act	3
TH 641	Alexander Technique	3
TH 642	Teaching Acting	3
TH 649	Probs Th Arts: Perform	3
TH 690	Independent Study	3

Admission and assistantships are awarded based upon audition, interview and acceptance into The University of Alabama Graduate School. For more information about the program and admission requirements, please contact Head of Acting, Seth Panitch at spanitch@ua.edu (aglevy1@ua.edu).

Arts Management		Hours
Concentration in Arts Management (Select 45 hours from the following)		
TH 570	Theatre Management	3
TH 602	Internship	6
TH 643	Teaching Practicum	3
TH 670	Fundraising and Development	3
TH 671	Leadership in the Arts	3
TH 672	Venue and Event Management	3
TH 673	Financial Management	3
TH 674	Public Policy In Arts	3
TH 675	Business Legal Issues In Arts	3
TH 676	Marketing The Arts	3
TH 678	Board Relations and Planning	3
TH 679	Probs Th Arts: Managmt	3
TH 690	Independent Study	3
APR 572	Persuasive Communication	3
APR 582	APR Management	3
MGT 517	Leadership & Ethics	3
MGT 582	New Venture Development	3
MGT 586	Small Business Consulting	3
MKT 510	Prod Design Marketing Strategy	3
MKT 518	Mkting Mgmt & Decision Making	3

Arts Management concentration enrollment is capped at six per year due to limited faculty resources. However, assistantship awards are limited to a maximum of two per year. Admission to the program and assistantships are awarded based on a portfolio review, interview and acceptance into The University of Alabama Graduate School. Portfolios may be uploaded as part of the University application process or sent directly to the program director. The Application deadline is February 15 of each year. For more information, please contact Dominic M. Yeager, Director of Arts Management, at dmyeager@ua.edu.

Costume Design and Production		Hours
Concentration in Costume Design and Production (Select 45 hours from the following)		
CTD 546	Cult Dynam Apparel Text	3
CTD 548	History Of Costumes	3
TH 515	Properties Construction	3
TH 521	Period Decor	3
TH 525	Scene Painting	3
TH 528	Drawing and Rendering	3
TH 531	Costume Construction I	3
TH 533	Basics of Costume Design	3
TH 535	Presentation for Designers	3
TH 536	Fabric Modification	3
TH 537	Drawing for Stage Designs	3
TH 548	Rehearsal Process	3
TH 554	Seminar Contemp Theatr	3
TH 555	Seminar Th Hy: Classic	3
TH 557	Sem Th Hy: American	3
TH 558	American Feminist Theatre	3
TH 570	Theatre Management	3
TH 582	Playwriting I	3
TH 621	History of Stage Design	3
TH 628	Prob Th Arts: Design	1-3
TH 632	Costume Construction II	3
TH 634	Costume Design for Music	3
TH 635	Projects in Costume Design	3
TH 636	Costume Design through the Age	3
TH 637	Period Costume Construction	3
TH 638	Advanced Tailoring Techniques	3
TH 639	Prob Th Art: Costuming	1-3
TH 643	Teaching Practicum	1-3
TH 673	Financial Management	3
TH 674	Public Policy In Arts	3
TH 675	Business Legal Issues In Arts	3
TH 676	Marketing The Arts	3
TH 679	Probs Th Arts: Managmt	3
TH 690	Independent Study	3
TH 698	Research Not Related to Thesis	3

Admission and assistantships are awarded based upon a portfolio review, interview and acceptance into The University of Alabama Graduate School. For more information, please contact Donna Meester, Director of Costume Design and Production at dmeester@ua.edu (dmeester@as.ua.edu).

Design and Technical Production		Hours
Concentration in Design and Technical Production (Select 45 hours from the following)		
TH 515	Properties Construction	3
TH 516	Rigging Fundamentals	3
TH 519	Electricity and Electronics	3
TH 520	Technical Direction	3
TH 521	Period Decor	3
TH 523	Drafting For Theatre	3

TH 525	Scene Painting	3	TH 615	Lighting Technology	3
TH 526	Sound Design Th Dn	3	TH 616	Lighting Design	3
TH 527	Computer Drafting For Theatre	3	TH 621	History of Stage Design	3
TH 528	Drawing and Rendering	3	TH 622	Scene Design I	3
TH 531	Costume Construction I	3	TH 632	Costume Construction II	3
TH 533	Basics of Costume Design	3	TH 634	Costume Design for Music	3
TH 535	Presentation for Designers	3	TH 636	Costume Design through the Age	3
TH 536	Fabric Modification	3	TH 637	Period Costume Construction	3
TH 537	Drawing for Stage Designs	3	TH 642	Teaching Acting	3
TH 543	Script Analysis Interptn	3	TH 643	Teaching Practicum	1-3
TH 570	Theatre Management	3	TH 649	Probs Th Arts: Perform	3
TH 602	Internship	3	TH 663	Graduate Directing Studio I	3
TH 606	Graduate Stage Management	3	TH 669	Probs Th Arts: Directg	3
TH 615	Lighting Technology	3	TH 673	Financial Management	3
TH 616	Lighting Design	3	TH 674	Public Policy In Arts	3
TH 618	Lighting Design III	1-3	TH 675	Business Legal Issues In Arts	3
TH 620	Structural Design for Theatre	3	TH 676	Marketing The Arts	3
TH 621	History of Stage Design	3	TH 690	Independent Study	3
TH 622	Scene Design I	3	TH 698	Research Not Related to Thesis	3
TH 623	Scene Design II	3			
TH 628	Prob Th Arts: Design	3			
TH 643	Teaching Practicum	3			
TH 658	Probs Th Arts: Technology	3			
TH 672	Venue and Event Management	3			
TH 690	Independent Study	3			
TH 698	Research Not Related to Thesis	3			

Admission and assistantships are awarded based upon a portfolio review, interview and acceptance into The University of Alabama Graduate School. For more information, please contact F. Randy deCelle, Director of Technical Production at, rdecelle@ua.edu (rdecelle@as.ua.edu).

Directing Concentration		Hours
Select 45 hours from the following		
TH 515	Properties Construction	3
TH 521	Period Decor	3
TH 523	Drafting For Theatre	3
TH 525	Scene Painting	3
TH 526	Sound Design Th Dn	3
TH 528	Drawing and Rendering	3
TH 530	Hy Costume For Stage	3
TH 531	Costume Construction I	3
TH 533	Basics of Costume Design	3
TH 535	Presentation for Designers	3
TH 537	Drawing for Stage Designs	3
TH 548	Rehearsal Process	3
TH 554	Seminar Contemp Theatr	3
TH 555	Seminar Th Hy: Classic	3
TH 557	Sem Th Hy: American	3
TH 558	American Feminist Theatre	3
TH 561	Advanced Directing	3
TH 570	Theatre Management	3
TH 582	Playwriting I	3
TH 602	Internship	1-10

Admission and assistantships are awarded based upon a portfolio review, interview and acceptance into The University of Alabama Graduate School. The program typically accepts one new MFA candidate a year.

For more information about the program and admission requirements, please contact Matthew Davis, Director of MFA Directing, at mjdavis9@ua.edu.

Stage Management Concentration		Hours
Select 45 hours from the following		
TH 523	Drafting For Theatre	3
TH 526	Sound Design Th Dn	3
TH 515	Properties Construction	3
TH 520	Technical Direction	3
TH 521	Period Decor	3
TH 525	Scene Painting	3
TH 527	Computer Drafting For Theatre	3
TH 528	Drawing and Rendering	3
TH 531	Costume Construction I	3
TH 533	Basics of Costume Design	3
TH 535	Presentation for Designers	3
TH 536	Fabric Modification	3
TH 537	Drawing for Stage Designs	3
TH 546	Adv Voice Speech Perform	3
TH 547	Stage Dialects	3
TH 548	Rehearsal Process	3
TH 554	Seminar Contemp Theatr	3
TH 555	Seminar Th Hy: Classic	3
TH 557	Sem Th Hy: American	3
TH 558	American Feminist Theatre	3
TH 561	Advanced Directing	3
TH 570	Theatre Management	3
TH 582	Playwriting I	3
TH 602	Internship	1-10
TH 606	Graduate Stage Management	3

TH 615	Lighting Technology	3
TH 620	Structural Design for Theatre	3
TH 621	History of Stage Design	3
TH 622	Scene Design I	3
TH 632	Costume Construction II	3
TH 634	Costume Design for Music	3
TH 642	Teaching Acting	3
TH 643	Teaching Practicum	1-3
TH 673	Financial Management	3
TH 674	Public Policy In Arts	3
TH 675	Business Legal Issues In Arts	3
TH 676	Marketing The Arts	3
TH 690	Independent Study	3
TH 698	Research Not Related to Thesis	3

Admission and assistantships are awarded based upon a portfolio review, interview and acceptance into The University of Alabama Graduate School. The program typically accepts one new MFA candidate in stage management a year.

For more information about the program and admission requirements, please contact Director of Stage Management, Matthew Davis at mjdavis9@ua.edu (aglevy1@ua.edu).

Master's Degrees

The primary purpose of master's degree programs is to provide students with subject matter at an advanced level in their fields of study. Master's degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master's programs also help students become familiar with methods of independent investigation.

Program Requirements

Two plans are offered for the master's degree:

Plan I. Candidates for the master's degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

Plan II. Candidates for the master's degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or "capstone experience" as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject.

With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements

A student's program at the master's level must provide sufficient association with the resident faculty to permit individual evaluation of the student's capabilities and achievements.

Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master's degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student's advisory committee and the dean of the Graduate School. Only courses in which a student earned a "B" grade or better may be transferred. Thesis Research (599) may not be transferred in from an outside institution.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School's website a Request for Transfer of Graduate Credit earned at another institution. It is also the student's responsibility to assure that the Graduate School receives an official transcript from the other institution where the transfer credit has been requested, well in advance of the final semester.

With the approval of the student's department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master's degree may be transferred from another institution. The approved transferred coursework must be earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA master's program. Departments may have more restrictive timelines. Revalidation or recertification of graduate credits that will be more than 18 semesters old at the time of UA master's program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

400-Level Courses

A maximum of 6 semester hours of 400-level course credit may be accepted for a master's degree program. The department needs to submit the Approval of 400-Level Course Work for Master's Credit through the UA DocuSign system in myBama and is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit

All requirements for the master's degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding

the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond six years for master's students.

Thesis

A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master's degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student's major department or division.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. Students set up their committee through the Graduate Academic Activities portal on the Graduate School website. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student's major department. The majority of the thesis committee must be full-time regular University of Alabama faculty. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business, or industry), the graduate dean needs to appoint that member by approving Affiliate Graduate Faculty status for the specific purpose of serving on the student's thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. All members must agree that the student is ready for the final oral thesis defense. A final oral thesis defense is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral thesis defense unless there are extraordinary circumstances warranting the graduate dean's approval of the absence prior to the defense meeting.

The final oral thesis defense is the culminating experience in the master's program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but the student and Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance. In circumstances where virtual participation is necessary, all participants must follow the Virtual Participation guidelines found below.

Virtual Participation

Scope and Goals

All members of a student's graduate committee are expected to attend and participate, usually in person, in any oral examination as part of the student's graduate (Master's or Doctoral) degree program. Traditionally, oral examinations are conducted with the student meeting their committee while gathered in one physical location on campus. However, the need occasionally arises for virtual participation in the oral examination. In these cases, graduate programs must ensure adherence to the following if any graduate-level oral examination involving the student's entire thesis/dissertation committee includes virtual participation.

- The student's consent must be sought and obtained in advance of conducting the oral examination with virtual participants.
- Virtual participation by committee members *must* include both audio and visual capability so that:

- each committee member can hear the student and view the student, any presentation slides, and any demonstrations;
- the student can hear and view each committee member.
- All committee members must participate interactively and in real-time for the *entire* examination, including any preparatory discussion leading up to it, the presentation itself, its discussion and evaluation.

The following sections provide detail on the technical and attendance requirements for an oral examination with virtual participation. Departments and programs may enforce stricter guidelines than those outlined, including an on-campus-only policy if deemed necessary and appropriate.

Technical Requirements

Real-time and fully interactive audio and video communications must be maintained throughout the examination and any related discussion. The audio/video communications facilities must allow the student and all committee members to see and hear each other during the entire examination. There must be adequate provision for the transmission of text, graphics, or writings referenced or generated during the examination (e.g., slides, whiteboard). The use of audio-only communications is not permitted.

In case of technical difficulties or technology failure, the committee will decide whether to continue the examination once the difficulty is resolved, or to cancel the examination and reschedule it for a later date, without prejudice to the student.

If the student or any committee member(s) have a disability that will be impacted by virtual participation, reasonable accommodations should be provided.

Attendance Requirements: campus-based programs

Programs should ensure that students are advised about virtual participation guidelines related to an oral examination, including reference to these guidelines as well as any other program-specific requirements.

It is generally expected that members of a graduate student's committee be physically present with the student for each oral committee examination. However, an oral examination may have virtually participating committee members according to the following rules:

- **Any one member** of the graduate student's committee (excluding the chair / advisor) can participate at a distance without seeking further authorization.
- The **committee chair** will be allowed to participate at a distance only if rescheduling the oral examination for a time when they are on campus would cause hardship to the student. In this case, the committee chair should submit a petition to the Dean of the Graduate School, outlining the reasons leading to the request.
- Similarly, a petition from the committee chair to the Dean of the Graduate School is also required if **more than one committee member** is to participate at a distance. Such petitions will only be considered if rescheduling the oral examination to a time when only one member of the committee would be participating at a distance would cause significant hardship to the student, as outlined in the petition.

All committee members participating virtually must be able to **fully interact** in the oral examination via audio and video capability; participation by viewing a recording of the oral examination is specifically prohibited. All members of the committee, on- or off-site, must participate in the evaluation of the examination; provisions must be made to record their vote and collect their signatures as necessary.

Student participation at a distance in graduate oral examinations involving their committee is generally not allowed for campus-based graduate programs. However, the committee chair and/or the graduate program director, in agreement with the student, may draft a petition to seek permission from the Dean of the Graduate School to conduct such an oral examination. This arrangement will only be considered if the committee chair agrees to it, and if rescheduling the oral examination for a time when the student is on campus would cause great hardship to the student; the petition should clearly outline the extenuating circumstances leading to this need.

Attendance Requirements: online or hybrid programs

An online graduate program is defined as a program in which no aspect of the degree program occurs on-campus, including oral examinations. A hybrid program is defined as a program which has both online and on-campus elements.

For online and hybrid programs that handle oral examinations in an online setting, all committee members as well as the student may participate virtually in the oral examination. However, these programs must fully adhere to the guidelines outlined in the Technical Requirements section above for any oral examination involving the entire committee.

Hybrid programs that require oral examinations to take place on campus must adhere to the guidelines set forth for campus-based programs.

Article Style vs. Journal Format

Article Style.

At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master's degree.

Journal Format.

A "journal-format thesis" is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal's "information for authors" or similarly titled guidelines in conjunction with the Graduate School's Student Guide to Preparing Electronic Theses and Dissertations.

All theses are submitted electronically rather than on paper. See the Graduate School's homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School's website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student's major department.

Protection of Human Subjects for Research

Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research.

In the case of thesis research that involves the use of human subjects

in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

Final Thesis Defense

The final oral thesis defense is the culminating experience in the master's program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance. The thesis must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations.

"Completed" means submitted to ProQuest after being successfully defended, carefully edited following the defense meeting, and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson, and graduate dean. A majority of the thesis committee must approve the written thesis and defense before submission to the Graduate School. Following the thesis defense, the Committee Acceptance Form is submitted by the thesis chair through the UA DocuSign system in myBama.

Graduate School deadlines, including each semester's thesis deadline, are available at the Graduate School's homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the thesis before the student can be cleared for graduation.

Comprehensive Examinations

In addition to the regular course examinations, a final comprehensive examination representing a "culminating" or "capstone" experience for a degree is required of all candidates for the master's degree (except for those candidates pursuing the Master of Accountancy, the Master of Business Administration, the Master of Library and Information Studies, the Master of Social Work, and the Master of Tax Accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a "policy and practice" paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School.

The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. The final report is submitted by the department through the UA DocuSign system in myBama. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only

twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Application for Graduation

Each candidate for a master's degree must submit an Application for Degree via myBama no later than the last day to register or add a course for the semester (or first term of the summer semester) in which requirements for the degree are to be completed. That specific date is published each semester at the Graduate School's website under Current Students/Deadlines for Graduate Students.

Second Master's Degree

Six (6) semester hours of eligible credit from one master's degree at The University of Alabama may be applied to the requirements for a second master's degree, but only if the department of the second master's agrees to the courses in the plan of study. Any hours from the previous master's degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master's degrees, no hours may double count toward any additional master's degrees.