

GRADUATE STUDENT HANDBOOK

Department of Classics

2022-2023

Contents

Departmental Directory	3
Welcome to Classics at UGA	5
General Information	6
Degree Information	8
Description of Degree Programs	8
General Requirements and Information Common to Both Degree Programs	8
Procedures and Requirements for the M.A. in Latin (Non-Thesis)	11
Checklist for M.A. in Latin (Non-Thesis)	13
Requirements for the M.A. Classical Languages	14
Checklist for M.A. Classical Languages (Greek & Latin)	16
Checklist for M.A. Classical Languages (Latin)	17
Checklist for M.A. Classical Languages (Greek)	18
Checklist for M.A. Classics (Classical Culture)	19
Assistantship Information	20
Moonlighting	20
Useful Resources	21

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Department Directory

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AFFILIATED FACULTY

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Welcome to Classics at UGA!

“The high-sounding song of Homer, the sweet notes of Virgil, the stirring narratives of Xenophon and Caesar, the denunciation, the suasion, and the arguments of Cicero, heard no more in the native land of the philosopher, were familiar sounds on the air of Athens.”

So William Meigs describes Athens, Georgia, in the early days of the University, during the presidency of his great-grandfather, Josiah Meigs. As this quotation suggests, there is a long tradition of Classics at UGA, a tradition that today is strong and vibrant.

The discipline of Classics was central to the rise of universities in the Western culture tradition, and students have taken Latin and Greek at the University of Georgia since it opened its doors in 1801. Indeed, in the early years of UGA, orations at commencement were often delivered in Greek or Latin to reflect the classical course of study at the University.

Today, the Department of Classics at UGA offers three kinds of classes: Latin language and literature courses, in which students read and translate Latin (these courses carry the LATN prefix); Greek language and literature courses, in which students read and translate ancient Greek (these courses carry the GREK prefix); and Classical Culture courses, which cover classical literature, history, and material culture and are taught in English translation (these courses carry the CLAS prefix). We offer majors in Latin (no thesis required) and in Classics (areas of emphasis in Greek, Latin, Greek and Latin, or Classical Culture) for graduate students.

This handbook is a tool that should answer most of the frequently asked questions about earning your degree. We hope that you find it useful planning your time with the Department.

General Information

Facilities

The Department has its offices and classrooms in Park Hall, a few minutes' walk from the University's Main Library. The Library itself houses three million volumes, with substantial holdings in Classics. The Department also houses a computer lab for students and the James W. Alexander Reading Room, containing approximately 3,200 classical texts and general reference works. A research librarian, Emily Luken, visits the Department when classes are in session to help with student research needs.

Events

The Department sponsors a number of lectures in Classics every year, including lectures sponsored by the Athens Society of the Archaeological Institute of America and the Devaux Fund.

Overseas Programs

The Department of Classics offers students enrolled in the M.A. program the opportunity to study overseas with its Study Abroad Program in Rome, Italy. This is a full-credit summer program offering on-site study of ancient Rome. The program lasts six weeks and is located in the heart of Rome. There is a three-day field trip to Naples, Pompeii, Herculaneum, and Paestum, as well as day trips to such places as Tarquinia, Cerveteri, Tivoli, and Ostia. Instruction combines periodic classroom sessions with daily field trips to sites and museums. The program requires serious commitment to academic course work, but time is allowed for individual exploration in the city. Several weekends are left free so that students may travel independently to other parts of Italy. Please contact Elena Bianchelli (*ebianche@uga.edu*) for more information and applications.

The Department also encourages students to participate in archaeological excavations or the summer programs of the American Academy in Rome or the American School of Classical Studies in Athens.

Funding is available to support graduate students who participate in some foreign study programs from the Department of Classics, the Graduate School, and organizations such as CAMWS and SCS.

Websites

The Departmental website (*www.classics.uga.edu*) includes information about the Department and links to other useful sites for classicists. Information for graduate students, e.g. deadlines, is on the Graduate School website (*www.grad.uga.edu*).

Academic Honesty

Every student must agree to abide by UGA's academic honesty policy and procedures known as A Culture of Honesty when applying for admission to the University of Georgia. A Culture of Honesty and the University of Georgia Student Honor Code work together to define a climate of academic honesty and integrity at the university. All members of the university community have a responsibility to uphold and maintain an honest academic environment and to report when dishonesty occurs. Where suspected violations of the academic honesty policy occur, appropriate procedures are designed to protect the integrity of the academic process while ensuring due process. The university's academic honesty system is an academic process founded on educational opportunities. The Office of the Vice President for Instruction is responsible for the university's academic honesty policy and procedures as well as supporting the University of Georgia Student Academic Honesty

Council to ensure that information related to the academic honesty policy is available to all members of the university community.

For UGA's policy on academic honesty and for information about procedures and resources, for example, go to <https://ovpi.uga.edu/academic-honesty>

**Graduate students in the Department of Classics
must follow the University's Academic Honesty Policy in all of their academic work.**

Keys, Supplies, Equipment and Clerical Services

Students are responsible for purchasing their own supplies and equipment, but the following equipment and services are available on a limited basis to the graduate students enrolled in the Department.

1. The department provides computers and a networked printer for students in the Timothy Nolan Gantz Digital Classroom in Park 232. Computers and printers are also available for students at other campus locations. A typewriter is available in the copy room.

2. Graduate students may use the copy machine to copy, print, and scan materials for their classes or research ONLY.

3. Graduate students may have keys to the following:

- Tutoring Lab, the Alexander Room, Computing Center, Teacher Resource Center, and the Classics Commons in Room 223.
- Their offices. Note: As of July 2022, office keys open the outside doors to Park Hall.

Degree Information

These are policies and procedures of the Department of Classics. They do not supersede the rules of the Graduate School.

Description of Degree Programs

The graduate program consists of two M.A. degrees, one in Latin and one in Classical Languages.

1. The M.A. in Latin is specifically designed for current or prospective K-12 teachers and requires a teaching project in lieu of a thesis.
2. The M.A. in Classics is designed for students who desire additional training in Latin and Greek or a related field. It has four areas of emphasis (areas of emphasis in Greek, Latin, Greek and Latin, or Classical Culture) and requires a thesis.

Students who wish to change from one M.A. program to another must send an official letter of petition to the Graduate Faculty (via the Graduate Coordinator) requesting to change their degree program and explaining their reasons. The Graduate Faculty will consider the petition in terms of how the change will affect the ability of the student to finish on time and what generally is in the student's best interest. Such petitions are normally submitted during the first or second semester spent in the program.

General Requirements and Information Common to Both Degree Programs

PROFICIENCY EXAM: Upon entering the program, each student is required to take the Latin and/or Greek proficiency exam(s), depending on the degree program. The exam is purely diagnostic and cannot be taken a second time.

CULTURE COURSE: All students must take at least one graduate-level Classical Culture (CLAS) course in their official Program of Study. This culture course must be taken at the 8000-level if offered and at the 6000-level if an 8000-level course is not offered.

THE PROGRAM OF STUDY: At the beginning of the third semester of study, each student must submit a program of study to the Graduate School. The Graduate School will only accept as part of the Program of Study graduate-level courses (6000-level or higher) in which a grade of C or higher is earned.

GRADFIRST REQUIREMENT: All Classics graduate students must complete a 1-credit GradFIRST seminar (GRSC 7001) during their first year. The GradFIRST seminars supplement discipline-specific training in graduate students' academic programs with focused professional development and engagement/networking opportunities. If a faculty member in the Department of Classics is teaching a GradFIRST seminar, Classics graduate students must enroll in it. The graduate coordinator or graduate coordinator assistant will provide the CRN to students for registration. If a faculty member in the Department of Classics is not teaching a GradFIRST seminar, students must enroll in an open GradFIRST section. A list of open sections (with day, time, description, and CRN) will be posted on the GradFIRST website. Students should consult this list during their advising appointment with the graduate coordinator to identify an appropriate section. Completion of GradFIRST will be listed on a student's program of study (G138) form in GradStatus. In the section titled "GradFIRST requirement" the student should list the semester in which the course was completed. Students in programs granted an exemption by the Graduate School, or students who matriculated prior to Fall 2022, may

note that they are exempt from this requirement. GRSC 7001 should not be listed as a course under “Course Information” in programs of study.

Students should follow the steps below to register:

1. Log into Athena, go to Student > Registration > Select a Term > Register for Classes.
2. Click on the Enter CRNs tab to directly add a course by CRN number.
3. Input the appropriate CRN in the CRN field.
4. Click the Add to Summary button.
5. Go the Summary menu on the bottom right of the screen and use the Action drop down menu to select Web Registered for the appropriate course/CRN.
6. Hit Submit.
7. If successfully added, the course will show in a Registered status.

TRANSFER CREDIT: Students wishing to receive credit for relevant courses taken elsewhere may petition the Graduate Faculty to have that course work accepted as part of the official Program of Study. As part of the petition, the student must submit course descriptions, syllabi, a paper or final project, Transfer Request Form (available on the Graduate School’s website), and an official transcript to the Graduate Coordinator. Only courses in which a student has earned a grade of “B” may be transferred, and up to 6 hours may be transferred.

STYLE AND ABBREVIATIONS FOR RESEARCH PAPERS AND THESES: For abbreviations of journals, consult the latest issues of *L’annee philologique* and the *American Journal of Archaeology*. For abbreviations of ancient authors and their works consult the *Oxford Classical Dictionary* and the *Liddell-Scott-Jones Greek-English Lexicon*. Students must also follow the Graduate School Style Manual (available on the Graduate School’s website).

TERMINATING A GRADUATE STUDENT FOR CAUSE: Graduate students are reviewed every term. Students who receive a negative review in any term will be provided with a written report and a warning from the Graduate Coordinator. A negative review in the student’s next term of enrollment will result in immediate termination from the program. A positive review at any point in the procedure will return the student to good standing.

DURATION OF PROGRAM: Both M.A. degrees are designed to be completed within two academic years, and students are expected to finish the requirements for the degree by May of their second year of study. Students who do not finish by the end of their second year of study are responsible for keeping up with the graduate school’s policies, for setting up research/thesis hours within the department, and for registering correctly by UGA’s deadlines. Students are also responsible for paying tuition and fees according to UGA policy. Students who fail to abide by the policies of the graduate school or to register on time should NOT expect their major professor, the Graduate Coordinator, or anyone else in the department to correct the oversight.

Procedures and Requirements for the M.A. in Latin (Non-Thesis)

36 hours are required to complete the M.A. in Latin (non-thesis), consisting of:

- 18 hours of 6000-level or above LATN courses
including LATN 6500 and LATN 6600 (if offered)
including 2 8000-level LATN courses

- 3 hours of 8000-level CLAS courses (3 hours of 8000-level CLAS courses (or 6000-level, if 8000-level is not offered)
- 15 hours of 6000-level or above courses in Latin, Greek, Classical Culture, or related fields

12 hours of this coursework must be in graduate-only classes (8000-level or 6000-level classes that do not have a 4000-level component).

Additional requirements:

- CLAS 7010, Scholarly Research and Writing Methods (2 hours)
- LATN 7770, Latin Teaching Apprenticeship (3 hours)
- GRSC 7001, GradFIRST (1 hour)

All students must be advised by the Graduate Coordinator and officially cleared (usually by Rebecca Holcombe) before registering for any courses for each term.

TEACHING PROJECT:

Students must produce a final teaching project designed for use in a Latin K-12 or college-level classroom.

The nature of teaching projects varies considerably. Examples of previous projects will be available through the Department.

PROJECT ADVISORY COMMITTEE: During the second semester of study, as part of the Scholarly Research and Writing Methods course, students will choose an Advisory Committee, to consist of a Major Professor and one other faculty member who will serve as a Reader. The Major Professor must be a member of the Classics Department and of the Graduate Faculty.

TEACHING PROJECT PROSPECTUS: As part of the Scholarly Research and Writing Methods course, students will write a prospectus of the final teaching project and submit it to the Advisory Committee for approval. The prospectus must be approved by the end of the term, and a passing grade in the Scholarly Research and Writing Methods course depends on the approval of the prospectus. The original Teaching Project Prospectus Approval Form should be signed by the committee and delivered to the Graduate Coordinator. The form is available on the departmental website.

ORAL DEFENSE: A final defense of the teaching project is required. The Advisory Committee, in consultation with the student, will decide when to schedule the defense. The Final Oral Exam is open to all faculty and graduate students in the Department.

M.A. in Latin (Non-Thesis) CHECKLIST

Name _____

Degree Requirements

Latin Proficiency Exam	passed <input type="checkbox"/>	failed <input type="checkbox"/>
Greek Proficiency Exam (optional)	passed <input type="checkbox"/>	failed <input type="checkbox"/>
GRSC 7001 1 hr	passed <input type="checkbox"/>	failed <input type="checkbox"/>
LATN 7770 (Teaching Methods) 3 hrs total	passed <input type="checkbox"/>	semesters
CLAS 7010 (Scholarly Research and Writing Methods) 2hrs	passed <input type="checkbox"/>	semester
Teaching Project Prospectus	approved <input type="checkbox"/>	date

Application for Graduation	submitted <input type="checkbox"/> date
Final Program of Study Form	submitted <input type="checkbox"/> date
Final Teaching Project Defense	approved <input type="checkbox"/> date

Major Coursework (36 Hours)

12 hours of this coursework must be in graduate-only classes (8000-level or 6000-level classes which do not have a 4000-level component).

*CLAS 8000 or 6000 3hrs
*LATN 6500 3hrs
*LATN 6600 3hrs
*LATN 8000 3hrs
*LATN 8000 3hrs
*LATN 6000 or above 3hrs
*LATN 6000 or above 3hrs
*1
*2
*3
*4
*5

Any Additional Coursework

*Indicates courses which count towards the 36 hour requirement

Procedures and Requirements for the M.A. in Classics

36 hours are required to complete the **Area of Emphasis in Greek and Latin**, consisting of:

- 18 hours of 6000-level or above GREK or LATN courses
including GREK 6300 or GREK 6400 (if offered)
including LATN 6500 or LATN 6600 (if offered)
including 3 8000-level courses, 2 in one language, 1 in the other (if offered)
- 3 hours of 8000-level CLAS courses (or 6000-level, if 8000-level is not offered)
- 15 hours of 6000-level or above courses in Latin, Greek, Classical Culture, or related fields

12 hours of this coursework must be in graduate-only classes (8000-level or 6000-level classes that do not have a 4000-level component).

36 hours are required to complete the **Area of Emphasis in Latin**, consisting of:

- 15 hours of 6000-level or above courses in LATN including LATN 6500 and LATN 6600 (if offered) including 2 8000-level LATN courses (if offered)
- 3 hours of 8000-level CLAS course (or 6000-level, if 8000-level is not offered)
- 18 hours of 6000-level or above courses in Latin, Greek, Classical Culture, or related fields

12 hours of this coursework must be in graduate-only classes (8000-level or 6000-level classes that do not have a 4000-level component).

36 hours are required to complete the **Area of Emphasis in Greek**, consisting of:

- 15 hours of 6000-level or above courses in GREK including GREK 6300 and GREK 6400 (if offered) including 2 8000-level GREK courses (if offered)
- 3 hours of 8000-level CLAS course (or 6000-level, if 8000-level is not offered)
- 18 hours of 6000-level or above courses in Latin, Greek, Classical Culture, or related fields

12 hours of this coursework must be in graduate-only classes (8000-level or 6000-level classes that do not have a 4000-level component).

36 Hours are required to complete the **Area of Emphasis in Classical Culture**, consisting of:

- 15 hours in 6000-level or above CLAS courses, of which at least 6 hours must be in CLAS 8000-level courses
- 6 hours of GREK 6300, GREEK 6400, LATN 6500, LATN 6600, or any 8000-level GREK or LATN courses.
- 15 hours of 6000-level or above courses in Latin, Greek, Classical Culture, or related fields

12 hours of this coursework must be in graduate-only classes (8000-level or 6000-level classes that do not have a 4000-level component).

Additional requirements for **all Areas of Emphasis**:

- CLAS 7010, Scholarly Research and Writing Methods (2 hours)
- LATN 7770, Latin Teaching Apprenticeship (3 hours) [students in the Area of Emphasis in Classical Culture may, with permission of the department, take GRSC 7770 instead]
- GRSC 7001, GradFIRST (1 hour)
- CLAS, LATN, or GREK 7300, Master's Thesis

Reading Proficiency in French, German, or Italian is required for **all Areas of Emphasis**. This can be demonstrated in 3 ways:

- a grade of “B” or better in FREN 2001, GRMN 2001, ITAL 2001 (the third semester of the beginning language sequence)
- a grade of “B” or better in FREN 2500, GRMN 3500, or the equivalent course in Italian (if offered) (reading knowledge classes)
- a grade of passing on the Graduate Translation Exams administered by the UGA departments

THESIS ADVISORY COMMITTEE: During the second semester of study, as part of the Scholarly Research and Writing Methods course, students will form a Thesis Advisory Committee, to consist of a Major Professor and two other faculty members who will serve as Readers for the thesis. The Major Professor and at least one of the two Readers must be members of the Classics Department and of the Graduate Faculty.

THESIS PROSPECTUS: As part of the Scholarly Research and Writing Methods course, students will write a prospectus of the thesis and submit it to the Advisory Committee for approval. The prospectus must be approved by the end of the term, and a passing grade in the Scholarly Research and Writing Methods course depends on the approval of the thesis prospectus. The original Thesis Prospectus Approval Form should be signed by the committee and delivered to the Graduate Coordinator. The form is available on the departmental website.

ELECTRONIC SUBMISSION OF THESIS: M.A. students are required to file a copy of their thesis with the Graduate School as a PDF file. Consult the Graduate School website at www.grad.uga.edu for specific information and helpful links.

ORAL DEFENSE: A final defense of the thesis is required. The Advisory Committee, in consultation with the student, will decide when to schedule the defense. The Final Oral Exam is open to all faculty and graduate students in the Department.

M.A. Classics (Greek and Latin emphasis) Graduation CHECKLIST

Degree Requirements

Latin Proficiency Exam	passed <input type="checkbox"/> failed <input type="checkbox"/>
Greek Proficiency Exam	passed <input type="checkbox"/> failed <input type="checkbox"/>
GRSC 7001 1 hr	passed <input type="checkbox"/> failed <input type="checkbox"/>
LATN 7770 (Teaching Methods) 3 hrs total	passed <input type="checkbox"/> semesters
CLAS 7010 (Scholarly Research and Writing Methods) 2hrs	passed <input type="checkbox"/> semester
Thesis Prospectus	approved <input type="checkbox"/> date
Modern Foreign Language language	grade semester
Modern Foreign Language Exam language	passed <input type="checkbox"/> date
Application for Graduation	submitted <input type="checkbox"/> date
Advisory Committee Form	submitted <input type="checkbox"/> date
Final Program of Study Form	submitted <input type="checkbox"/> date
Thesis Defense	approved <input type="checkbox"/> date

Major Coursework (36 Hours)

12 hours of this coursework must be in graduate-only classes (8000-level or 6000-level classes which do not have a 4000-level component).

*CLAS 8000 3 hrs

*GREK 6300 3 hrs OR	Greek Poetry Survey
*GREK 6400 3 hrs AND	Greek Prose Survey
*LATN 6500 3 hrs OR	Latin Poetry Survey
*LATN 6600 3 hrs	Latin Prose Survey

*GREK 8000 3 hrs
*LATN 8000 3 hrs
*GREK or LATN 8000 3 hrs
*GREK or LATN 6000 or above 3 hrs

CLAS, LATN, or GREK 7300 3 hrs

6 6000-level or above LATN, CLAS, GREK, ARHI, HIST, or PHIL Courses	Additional Coursework
*1	
*2	
*3	
*4	
*5	

*Indicates courses which count towards the 36 hour requirement

M.A. Classics (Latin emphasis) Graduation CHECKLIST

Degree Requirements

Latin Proficiency Exam	passed <input type="checkbox"/>	failed <input type="checkbox"/>
Greek Proficiency Exam (optional)	passed <input type="checkbox"/>	failed <input type="checkbox"/>
GRSC 7001 1 hr	passed <input type="checkbox"/>	failed <input type="checkbox"/>
LATN 7770 (Teaching Methods) 3 hrs total	passed <input type="checkbox"/>	semesters
CLAS 7010 (Scholarly Research and Writing Methods) 2hrs	passed <input type="checkbox"/>	semester
Thesis Prospectus	approved <input type="checkbox"/>	date
Modern Foreign Language language	grade	semester
Modern Foreign Language Exam language	passed <input type="checkbox"/>	date
Application for Graduation	submitted <input type="checkbox"/>	date
Advisory Committee Form	submitted <input type="checkbox"/>	date
Final Program of Study Form	submitted <input type="checkbox"/>	date
Thesis Defense	approved <input type="checkbox"/>	date

Major Coursework (36 Hours)

12 hours of this coursework must be in graduate-only classes (8000-level or 6000-level classes which do not have a 4000-level component).

*CLAS 8000 3 hrs

*LATN 6500 3 hrs	Latin Poetry Survey
*LATN 6600 3 hrs	Latin Prose Survey

*LATN 8000 3 hrs
*LATN 8000 3 hrs
*LATN 6000 or above 3 hrs

LATN 7300 3 hrs

6 6000-level or above LATN, GREK, CLAS, ARHI, HIST, or PHIL Courses Additional Coursework

*1	
*2	
*3	
*4	
*5	
*6	

*Indicates courses which count towards the 36 hour requirement

M.A. in Classics (Greek emphasis) Graduation CHECKLIST

Degree Requirements

Latin Proficiency Exam (optional)	passed <input type="checkbox"/> failed <input type="checkbox"/>
Greek Proficiency Exam	passed <input type="checkbox"/> failed <input type="checkbox"/>
GRSC 7001 1 hr	passed <input type="checkbox"/> failed <input type="checkbox"/>
LATN 7770 (Teaching Methods) 3 hrs total	passed <input type="checkbox"/> semesters
CLAS 7010 (Scholarly Research and Writing Methods) 2hrs	passed <input type="checkbox"/> semester
Thesis Prospectus	approved <input type="checkbox"/> date
Modern Foreign Language language	grade semester
Modern Foreign Language Exam language	passed <input type="checkbox"/> date
Application for Graduation	submitted <input type="checkbox"/> date
Advisory Committee Form	submitted <input type="checkbox"/> date
Final Program of Study Form	submitted <input type="checkbox"/> date
Thesis Defense	approved <input type="checkbox"/> date

Major Coursework (36 Hours)

12 hours of this coursework must be in graduate-only classes (8000-level or 6000-level classes which do not have a 4000-level component).

*CLAS 8000 3 hrs

*GREK 6300 3 hrs Greek Poetry Survey

*GREK 6400 3 hrs Greek Prose Survey

*GREK 8000 3 hrs

*GREK 8000 3 hrs

*GREK 6000 or above 3 hrs

GREK 7300 3 hrs

7 6000-level or above LATN, CLAS, GREK, ARHI, HIST, or PHIL Courses	Additional Coursework
*1	
*2	
*3	
*4	
*5	
*6	

*Indicates courses which count towards the 36 hour requirement

M.A. Classics (Classical Culture emphasis) Graduation CHECKLIST

Degree Requirements

Latin Proficiency Exam	passed <input type="checkbox"/> failed <input type="checkbox"/>
Greek Proficiency Exam	passed <input type="checkbox"/> failed <input type="checkbox"/>
GRSC 7001 1 hr	passed <input type="checkbox"/> failed <input type="checkbox"/>
LATN 7770/GRSC 7770 (Teaching Methods) 3 hrs total	passed <input type="checkbox"/> semester
CLAS 7010 (Scholarly Research and Writing Methods) 2hrs	passed <input type="checkbox"/> semesters
Thesis Prospectus	approved <input type="checkbox"/> date
Modern Foreign Language language	grade semester
Modern Foreign Language Exam language	passed <input type="checkbox"/> date
Application for Graduation	submitted <input type="checkbox"/> date
Advisory Committee Form	submitted <input type="checkbox"/> date
Final Program of Study Form	submitted <input type="checkbox"/> date
Thesis Defense	approved <input type="checkbox"/> date

Major Coursework (36 Hours)

12 hours of this coursework must be in graduate-only classes (8000-level or 6000-level classes which do not have a 4000-level component).

*CLAS 8000 3 hrs

*CLAS 8000 3 hrs

*CLAS 6000 3 hrs

*CLAS 6000 3 hrs	
*CLAS 6000 3 hrs	
2 courses from	
*GREK 6300 3 hrs	Greek Poetry Survey
*GREK 6400 3 hrs	Greek Prose Survey
*LATN 6500 3 hrs	Latin Poetry Survey
*LATN 6600 3 hrs	Latin Prose Survey
*GREK 8000 3 hrs	
*LATN 8000 3 hrs	

CLAS, LATN, or GREK 7300 3 hrs	
5 6000-level or above LATN, CLAS, GREK, ARHI, HIST, or PHIL Courses	
Additional Coursework	
*1	
*2	
*3	
*4	
*5	

*Indicates courses which count towards the 36 hour requirement

Assistantship Information

Students on assistantship can expect up to two academic years of funding provided that they are in good standing and make adequate progress in their program of study. Stipends are paid according to the UGA academic payroll calendar, which is divided into 10 pay periods. The academic payroll calendar is available at <http://busfin.uga.edu/payroll/calendar/>. Stipends are not paid during the summer, although students who have been on assistantship for the previous 2 semesters (fall and spring) receive a tuition waiver for up to 9 credit hours during the summer. Students will have to pay student fees as usual during the summer.

There are several types of graduate assistantships at UGA, and the different types of assistantships require specific kinds of work.

Students on university-wide assistantships primarily assist members of the faculty with research.

Students on departmental assistantships can expect to work in the tutoring lab, grade papers for professors, help faculty with their classes, teach break-out sections for large classes, work in the departmental library, help with special events, help with the weekly graduate student tea, assist with various departmental programs, or, possibly, teach their own sections of Latin or Greek. Most students perform a variety of duties each semester. While most sections of Latin 1001 are covered by graduate students, these assignments are made according to the needs of the department and students certainly should not expect that they will teach a section of elementary Latin. Duties are assigned by the Graduate Coordinator in consultation with the Elementary Languages Program Coordinator and the Department Head, and decisions are made according to the needs of the department.

Graduate assistants are employees of the Department and always should act responsibly and professionally in their work. If you need to miss your assigned time in the tutoring lab, for example, you need to call the Department to let someone know. Professional behavior and dress are expected.

Moonlighting

Assistantships are awarded to allow promising students to pursue their study without the need of working outside the University. The assistantship offers a waiver of tuition and a stipend which, while not munificent, is adequate. We expect graduate students on assistantship to be full-time students who spend their time carrying out assistantship duties, attending and studying for their classes, and preparing for examinations. Students who hold jobs in addition to their assistantships (including other jobs at UGA) often cannot study properly for their courses, prepare for examinations, write an acceptable final project, or otherwise progress adequately towards their degree. We expect graduate assistants not to hold extra jobs, and we will make no special allowances for those who do.

Helpful Resources at UGA for Graduate Students

Bursar's Office (706) 542-2727 www.bursar.uga.edu

Career Center (706) 542-3375 career@uga.edu

Center for Teaching and Learning (706) 542-1355 wwwctl.uga.edu

Financial Aid (706) 542-6147 osfa@uga.edu

Graduate School (706) 542-1739 grad.uga.edu

Registrar's Office (706) 542-4040 www.reg.uga.edu

Research Assistance at the UGA Library (706) 542-3251 www.libs.uga.edu/contact/consultation_request

Student Health (706) 542-1162 contact@uhs.uga.edu

CAPS (706) 542-2273 After Hours (706) 542-2200

(There is a support group for graduate students which exists under the aegis of CAPS)