

Department of Classics

Summer Institute Graduate Student Handbook

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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 is still strong and vibrant today.

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 the M.A. in Latin (no thesis required) and in Classical Languages with options of an emphasis on Greek, or Latin, or Greek and Latin.

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.

Classics Summer Institute

For over thirty years the Department of Classics at the University of Georgia has sponsored the Summer Classics Institute. The Institute offers a variety of undergraduate and graduate courses, including Latin and Classical Culture courses, and in alternate years Intensive Beginning Greek. The Institute’s summer programs are an attractive option for

- students who are interested in pursuing a Master of Arts degree on a summers-only basis
- Latin teachers who wish to continue their education or work towards initial or upgraded certification
- students who are seeking a summer enrichment program in Classics

Classes are held from mid-June to late July; some courses are offered in intensive three-week short sessions. Requirements for the M.A. in Latin may be completed in four summers, including, if the student wishes, one summer term in Rome or on an archaeological site. The Classics Department faculty share in a tradition of cooperation with high school teachers and programs that culminates each summer in an exciting and challenging curriculum.

Departmental Directory

FACULTY (* member of Graduate Faculty)

***CHRISTINE ALBRIGHT**

Assistant Professor, Graduate Coordinator, Elem. Languages Coordinator

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Ph.D., University of Georgia

(Latin and Greek Pedagogy; Epic; the Body, Sexuality and Gender; Art and Ekphrasis in Literature; Comparative Literature)

ELENA BIANCHELLI

Senior Lecturer, Director of the Rome Program

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Laurea in Lettere Classiche, University of Florence, Italy

(Latin, Greek and Roman Civilization, Classical Mythology)

***THOMAS BIGGS**

Assistant Professor

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Ph.D., Yale University

(Latin literature, especially Epic and Historiography; Cultural history; Poetics; Roman Art and Architecture; the Punic Wars)

***T. KEITH DIX**

Associate Professor

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Ph.D., University of Michigan

(Latin Literature, Roman Archaeology, Intellectual and Social History)

***MARIO ERASMO**

Professor

235 Park Hall; 706-542-2188

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Ph.D., Yale University

(Legacy of Classical Antiquity, Cultural History of Death, The Grand Tour and Neoclassicism, Historicity and Metatheatre)

ROBERT R. HARRIS

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Ph.D., University of North Carolina

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Ph.D., Princeton University

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(Roman Oratory, Latin Literature)

***NAOMI J. NORMAN**

Josiah Meigs Distinguished Teaching Professor, Associate Vice

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Ph.D., University of Michigan

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(Ancient Rhetoric and Poetics; Greek literature; Classical Athens)

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Environmental and Climate history in
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***CHARLES L. PLATTER**

Professor
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(Comedy, Literary Theory, Plato)

BENJAMIN M. WOLKOW

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AFFILIATED FACULTY

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Administrative Specialist 1,
Editorial and Production Manager,
Summer Institute Assistant

General Information

Facilities

The Department has its offices and classrooms on the second floor of Park Hall, a few minute's 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, an extensive collection of slides and digital images, and the James W. Alexander Reading Room containing over 3,000 classical texts and general reference works. A research librarian, Emily Luken, visits the Department weekly when classes are in session to help with student research needs.

Events

The Department often sponsors guest lectures and workshops in Classics during the summer, and regularly sponsors a Classics film night for students in the Summer Institute.

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, including deadlines and important forms, is on the Graduate School website (www.grad.uga.edu).

Academic Honesty

When applying for admission to the University of Georgia every student must agree to abide by the University's academic honesty policy and procedures known as *A Culture of Honesty*. This policy statement and the UGA *Student Honor Code* work together to define a climate of academic honesty and integrity. 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 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, 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 graduate students enrolled in the Department.

1. The Department provides computers and a networked printer for students in the Timothy Nolan Gantz Classics Computing Center in Park Hall 232. Computers and printers are also available for students at other campus locations. A typewriter is available in the copy room (Park Hall 229).

2. Use of the photocopier in Room 229 is prohibited without special permission of the Department. Graduate students should use the copier in Room 223 instead.

3. Graduate students may have keys to the following:

- Tutoring Lab (234), the Alexander Room (222), Computing Center (232), Teacher Resource Center (228), and the Classics Commons (223 mail room and lounge).
- The outside doors to Park Hall.

There is a \$5 deposit per key deposit which will be refunded when keys are returned to the Departmental office. To obtain keys, see Ms. Holcombe in Room 220.

Degree Information

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

Description of Degree Program

Students in the Summer Classics Institute pursue the M.A. degree in Latin, non-thesis. This degree is specifically designed for current or prospective K-12 teachers, and requires a teaching project in lieu of a thesis.

General Requirements

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, or at the 6000-level if an 8000-level course is not offered.

THE PROGRAM OF STUDY: At the beginning of the fourth summer, students in consultation with the Summer Institute Director will submit electronically to the Graduate School a *Program of Study* form. 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.

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*. In the petition, the student must submit a course description, syllabus, a paper or final project, Transfer Request Form (available on the Graduate School's website), and an official transcript to the Summer Institute Director. Only courses in which a student has earned a grade of "B" will be accepted, and the maximum number of hours that may be transferred is six (typically two courses).

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*; copies of these books are available for consultation in Park Hall 222. 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 Summer Institute Director. 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.

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

COURSE WORK: Each student must complete at least 36 hours of course work at the graduate level, *plus* LATN 7770 or 6770 (1 hour). At least three hours must be in Classical Culture: 8000-level if offered, otherwise 6000-level. At least 18 hours must be in graduate Latin courses (LATN 6000-level or above), including a survey of Latin literature, if offered. The remaining hours may be taken in the languages, in Classical Culture, or related fields. At least 12 of the 36 hours must be in courses attended exclusively by graduate students (either 8000-level seminars, or 6000-level courses that have no 4000-level component). All students must be advised and cleared by the Summer Institute Director or Graduate Coordinator before registering for any courses.

TEACHING PROJECT:

In their final year students must produce, in lieu of a thesis, a final teaching project designed for use in a Latin K-12 or college-level classroom. The nature of teaching projects varies considerably. A few samples of previous projects are posted on the Departmental website, and further examples are available through the Summer Institute Director.

PROJECT ADVISORY COMMITTEE: During the third summer of study, 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: Before the end of their third summer, students should write a prospectus of their final teaching project and submit it to the Advisory Committee for approval. This form should be signed by the committee and delivered to the Summer Institute Director. A copy of the form is included below, and also available on the Department's website.

TEACHING PROJECT STAGING: Students often opt to use a small-scale teaching project they have already completed for a prior course as the basis for their final teaching project. Regardless, work on the final project should begin several months before the final summer of coursework. A preliminary draft should be submitted to the Project Director around February, and after receiving feedback a revised draft should be submitted by April; this second draft will also be examined by the second committee member who will offer additional feedback. Before arriving for the final summer, students should have incorporated the suggestions of both committee members, leaving only minor revisions to be completed before the oral defense which typically takes place towards the end of the fourth summer.

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

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

Name _____ UGA ID# _____

Degree Requirements

LATN 6770 or 7770 (Teaching Methods) 1 hr total	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)

Twelve hours of this coursework must be in graduate-only classes (8000-level or 6000-level classes which do not have a 4000-level component). Coursework also must include a Latin survey course (LATN 6400 and LATN 6500), if offered. CLAS 8000 is required if offered.

CLAS 8000 or 6000 3hrs
LATN 6000 3hrs
LATN 6000 3hrs
LATN 6000 3hrs
LATN 6000 3hrs
LATN 8000 3hrs
LATN 8000 3hrs
1
2
3
4
5

* courses marked with an asterisk denote those attended by graduate students only

Additional Coursework

Completing the Summer Institute

1. During the third summer of study students need to set up a Final Assessment committee and submit a brief description of their final teaching project. See form below.

2. At the very beginning of the fourth year of study (deadline is June 15) students must complete two on-line forms:
 - a. Application for Graduation, completed at **Athena.uga.edu** (see instructions below)
 - b. Program of Study, completed at **GradStatus.uga.edu**

3. Towards the end of the fourth year of study students will schedule a date with their Final Assessment committee for the defense of their final Teaching Project. This is an oral discussion, approximately one hour long, open to all faculty and fellow graduate students, in which students respond to questions about the genesis, production, organization, and employment of the Project. A copy of Approval form is given below.

Final Assessment Committee Form

The two faculty members whose signatures appear below have agreed to serve on the M.A. Final Assessment Committee for:

Name _____

Address _____

Brief Description of the Teaching Project

Professor's Name	Date Prospectus Approved
1. (Project Director, Member of Graduate Faculty)	
2. (Committee Member)	

Submit this form and a copy of the prospectus to the Graduate Coordinator or Summer Institute Director for approval.

Approved by _____ Date _____

(Graduate Coordinator or Summer Institute Director)

(This form is also available on the Departmental website; go to "Current Student/Forms".)

INSTRUCTIONS FOR APPLYING TO GRADUATION

*Please use Firefox or Chrome. You may not be able to complete the application for graduation if you use Internet Explorer.

*You must be a currently registered student to apply for graduation.

Step one: Login to **Athena** and click on the student tab. Click the Apply to Graduate tab.

Step two: The latest term in which you have registration should be displayed in the Select a Term box. This is not the term in which you plan to graduate. You will select your graduation term later in the application process. Click the submit button to proceed to the next page.

Step three: Select the curriculum in which you are planning to graduate. Your current program of study will display on this page. If you are in multiple programs, all should display on this page. If your program of study is incorrect, please contact the Graduate School at gradinfo@uga.edu. Select the program in which you plan to graduate. If you are applying to graduate in more than one program, you must submit a separate application for each program. Click continue after you have selected a program.

Step four: Select the graduation date in which you plan to apply. Please review the application for graduation deadlines at grad.uga.edu. If your application for graduation is submitted after the deadline date for the term, you will be required to pay a \$50 late fee. Once you select the graduation date from the drop down menu, click continue.

Step five: Select a name for your diploma from the drop down menu. Current name will display full first name, full middle name and last name. Select current to use your full academic name. Once you select a name, click continue. The name you select will appear, click continue again.

Step six: Select the address you prefer for the mailing of your diploma and click continue. The address will appear, click continue again.

Step seven: Verify all information in the application for graduation is correct before you hit the submit request button. If all information is correct, hit submit request.

Step eight: A confirmation page will appear on the screen. It is important that you print this page for your records. You can also verify submission by clicking "view application for graduation" in the student

<http://grad.uga.edu/index.php/current-students/important-dates-deadlines/>



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The University of Georgia

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Department of Classics

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Oral discussion-defense of the M.A. Latin Non-Thesis Final Assessment

Date _____

Student _____ ID# _____

Project Title:

has passed failed the oral discussion-defense of his/her teaching project for the M.A.
Latin non-thesis degree.

Major Professor/
Project Director _____ (signature)

Committee Member _____ (signature)

Committee Member
(Optional) _____ (signature)

Institute Director
(Optional) _____ (signature)

Graduate Coordinator _____ (signature)