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Introduction

Purpose of Student Handbook

This Student Handbook is a general reference to graduate study in this program. It includes information on academic programs, program requirements and other matters related to your academic progress. It is designed to help you navigate many of the curricular aspects of your graduate study in the Historical Studies program and the NSSR. This Handbook supplements the NSSR Catalog, which is the official source of information about the rules, regulations, and requirements of the University, and the NSSR.

The information published here represents the plans of the NSSR as of (August 21, 2019). The division reserves the right to change any matter contained in this publication, including but not limited to policies, degree programs, names of programs, course offerings, academic activities, academic requirements, faculty and administrators. Students are required to follow the requirements of their catalog year.

For further assistance, refer to the designated committee contacts below.

About the Committee

History is a field of inquiry essential to all human understanding and holds transformative potential for interpretation, theory, and political action. The Committee on Historical Studies provides a theoretically-informed interdisciplinary space for producing critical history. Our program conceives of history as a way of thinking, a form of inquiry, and a mode of critique that aligns with the intellectual tradition that defines the New School. We train students in the rigors of scholarly discourse, independent research, and the imaginative act of relating history to the contemporary world. Students’ projects combine theoretical and political engagement with rich empirical research.

The Committee on Historical Studies (CHS) was founded in the mid-1980s by Charles Tilly, Louise Tilly, Aristide Zolberg, and Ira Katznelson on the conviction that the social sciences, public discussion of contemporary problems, and policy-making all become richer and more effective when joined with historical analysis; that practicing social scientists should learn to use historians’ standard materials and methods; and that the theories and methods of the social sciences strengthen historical research. These sentiments continue to guide the pedagogical and research programs of Historical Studies at The New School.
# Committee Contacts

<table>
<thead>
<tr>
<th>Chair</th>
<th>Senior Secretary</th>
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</thead>
<tbody>
<tr>
<td><strong>Oz Frankel</strong></td>
<td>Annie Huarca</td>
</tr>
<tr>
<td><a href="mailto:frankelo@newschool.edu">frankelo@newschool.edu</a></td>
<td><a href="mailto:History@newschool.edu">History@newschool.edu</a></td>
</tr>
<tr>
<td>212-229-5376 ext. 4924</td>
<td>212-229-5100 ext. 3385</td>
</tr>
<tr>
<td>80 Fifth Avenue (Bldg. G), Room 512</td>
<td>212-229-5929 (Fax)</td>
</tr>
<tr>
<td></td>
<td>80 Fifth Avenue (Bldg. G), Room 531</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Student Advisor</th>
<th>Mailing Address</th>
</tr>
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<tbody>
<tr>
<td>Çagla Orpen</td>
<td>Committee on Historical Studies</td>
</tr>
<tr>
<td><a href="mailto:HistAdv@newschool.edu">HistAdv@newschool.edu</a></td>
<td>80 5th Avenue, 5th Floor</td>
</tr>
<tr>
<td>212-229-5376 ext. 2193</td>
<td>New York, NY 10011</td>
</tr>
<tr>
<td>80 Fifth Avenue (Bldg. G), Room 524</td>
<td></td>
</tr>
<tr>
<td><strong>Office Hours Available Here</strong></td>
<td></td>
</tr>
</tbody>
</table>

## Committee & Faculty Contacts

### Faculty On Leave

<table>
<thead>
<tr>
<th>All Year</th>
<th>Fall Only</th>
<th>Spring Only</th>
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</thead>
<tbody>
<tr>
<td><strong>Julia Ott</strong></td>
<td><strong>Eli Zaretsky</strong></td>
<td><strong>Jeremy Varon</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Aaron Jakes</strong></td>
</tr>
</tbody>
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Academic Advising & Other Information

The Student Advisor

The Student Advisor (SA) is an advanced graduate student who assists students with academic planning, e.g., counseling about course selections during registration, and informing students about the MA thesis requirements and other relevant academic procedures and policies like transferring credits. The SA can also discuss those NSSR PhD programs that participate in the Specialized Minor in Historical Studies. The office of the Historical Studies SA is located in Room 524 at 80 Fifth Ave. Office hours are posted on the door, or can be arranged by appointment. The SA’s contact information is available on the Historical Studies website and the NSSR Academic Advising page.

The Faculty Advisor

Upon starting the program, the SA and Chair appoint a member of faculty as an academic advisor based on faculty workload. The usual practice is to try and match students with a faculty member whose research interests so that they can continue working together during the thesis writing process. If students would like to work with another faculty member, they can arrange it with the faculty themselves and report back to the SA in order to keep department records up-to-date.

Committee Procedures

Registration

For MA students, registration begins in the Committee on Historical Studies with an appointment with the SA. PhD students must register with the SA in their PhD department. Students register on-line during two periods, usually around mid-semester. See the New School Registrar’s Academic Calendar for more info. Important updates regarding registration and other policies are conveyed via the New School e-mail system. It is very important that all students set-up and maintain their accounts.

Transfer of Credits

Information on transferring credit can be found on the NSSR Academic Affairs website.

Academic Review

Each year in August and February, the Chair of the Committee and the Office of Academic Affairs review the transcripts of all students and send each student an Academic Review. The main objective of the review is to determine whether or not there is any situation that might prevent continued study or graduation, or that might hinder financial aid. The Committee and the Assistant Dean typically look at incomplete coursework, the GPA, and the match between
completed coursework and departmental requirements. The academic review is an attempt to help students navigate the roadblocks and pitfalls of earning an advanced degree.

**Mailboxes & Other Communication**

All students may receive mail through their CHS mailboxes. Each student is assigned a box, which is located on the wall in the lobby at 80 Fifth Avenue, 5th floor. Other communications concerning CHS events are done through email.
Degree Requirements

Students pursuing a degree in Historical Studies must meet the requirements of the Committee on Historical Studies and the NSSR. Students are expected to be familiar with both sets of requirements and procedures. For this reason, they should read this handbook in conjunction with the NSSR Catalog.

To obtain an MA in Historical Studies students are required to:
- Complete 30 course credits
- Maintain no less than a B (3.0) grade point average
- Complete a thesis project

Core Courses

Additionally, all MA students are required to take a linked trio of seminars designed to orient them to historical inquiry and further learn the craft of historical research.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>CR</th>
<th>Fall</th>
<th>Spring</th>
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<tr>
<td>GHIS 6133</td>
<td>Historiography and Historical Practice</td>
<td>3</td>
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<td></td>
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<tr>
<td>GHIS 6134</td>
<td>Historical Sources and Methods</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>GHIS 6500 OR</td>
<td>Masters Thesis Seminar OR</td>
<td>3</td>
<td></td>
<td></td>
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<tr>
<td>GHIS 6990</td>
<td>Independent Study (with Thesis Advisor)</td>
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Students must take, in addition, at least 12 credits that are listed or cross-listed with Historical Studies (that is, courses that have a GHIS code or cross-listed with a GHIS code)

The remaining credits (9) are general electives from any discipline. The available courses for each semester can be found on the Course Catalog.

Students must meet with the SA before registering each semester to ascertain that the course of study follows the expected guidelines. In addition, each student should meet with their designated faculty advisor at least once per semester to discuss their course of study. Students who will seek entrance into an NSSR PhD program upon completion of the Historical Studies MA are strongly encouraged to take as many of the required courses in that degree program as possible during their MA studies. Students can see the core requirements that must be fulfilled in order to be considered for PhD admission in each department’s handbook, which are downloadable from their respective websites accessible via the NSSR Academics webpage.

The MA Thesis
At the end of their first year of coursework and after completing both required courses, students submit a proposal for an MA Thesis project to their primary faculty advisor. If the proposal is approved, students work on their Thesis Projects in their second year. Students will write their thesis as an independent study under the supervision of their thesis advisor. Students are also required to determine a second reader for their thesis.

MA Thesis papers are written in the form of a polished research article in history. Typically, papers range between 40 and 60 double-spaced pages, and should not surpass 65 pages in length. First and final drafts are due the following dates.

Completed First Draft
**Friday, May 1st**, submitted to one's Thesis Advisor

Completed Final Draft
**Friday, May 15th**, submitted to one's Thesis Advisor and Second Reader
Specialized Minor in Historical Studies

Though the NSSR does not offer a standalone PhD in Historical Studies, it does have an innovative and exciting interdisciplinary program — the PhD with a specialized minor in Historical Studies. Students pursuing this specialization pair formal disciplinary training in one of the NSSR’s PhD-granting programs in the social sciences and humanities (Anthropology, Economics, Philosophy, Politics, Psychology, and Sociology) with training in Historical Studies. Embodying the interdisciplinary ethos of the NSSR, this pathway encourages cutting edge research that synthesizes the methods and approach of multiple fields.

Students pursuing this path receive their formal degrees in their primary, PhD granting field. They may be eligible, however, for academic employment both in that field and as historians, and their work is typically marked by rigorous efforts to bridge disciplinary knowledge, methods, and cultures.

Ultimately, the Chairs of both Historical Studies and the PhD-granting department must approve the student’s specific plan for their degree.

Application Process

Students may enter the Historical Studies specialized minor once they are admitted to a PhD program. To apply, students should:

1. Discuss their plans for this degree with a faculty advisor in their PhD field
2. Identify a Historical Studies faculty as their Historical Studies advisor and discuss the program with them; and
3. Submit the minor declaration form (found in mynewschool) which must include an academic transcript; a brief statement (3-4 pages) explaining the rationale for the added specialization and how their work meaningfully engages history; a CV.

Advising Once Accepted

The application is submitted to the chair for approval. In consultation with their Historical Studies advisor, students will go over the program requirements and make any valuable modifications, taking into account the stage of the student in their PhD program and what best serves their intellectual and professional development. The required courses for the specialized minor (see below) should be completed within the first year in the specialized minor.

Historical Studies MA students are instructed throughout their time at NSSR about the PhD with a minor in Historical Studies option: first, in a meeting of the new MA cohort before Fall classes even begin, and then in special meetings later in the Fall and/or Spring for all Historical Studies MA students about how to apply to PhD programs, whether at NSSR or elsewhere. At such meetings, the key advice is that the student make sure to take classes in the PhD-granting field, consult with the SA of that program about the requirements and expectations of PhD-candidates, and build a relationship with at least one faculty member in that department, who can serve as a faculty sponsor of one’s application.
Coursework & Degree Requirements

While the specific coursework and degree requirements will vary by PhD-granting department, doctoral students with a specialized minor in Historical Studies are expected to:

1. Complete all the requirements for the doctoral degree in their respective discipline.
2. Complete 60 credits of coursework.
3. Take GHIS 6133 - Historiography and Historical Practice and GHIS 6134 - Historical Methods and Sources. Students who have already taken these courses as part of an MA in Historical Studies have already fulfilled this requirement. Note: PhD students are not required to take the MA Thesis Seminar (GHIS 5900).
4. Prepare one exam field for Historical Studies in addition to those required by their other department. The form of the exam (a take-home exam, or a field statement) will mirror the practices of the home department (Anthropology, Economics, Philosophy, Politics, Psychology, and Sociology).
5. Form a dissertation committee with at least one Historical Studies faculty member. Among their other advising responsibilities, this committee member will determine whether the thesis engages historical materials in a serious manner.

PhD Qualifying Exam in Historical Studies

PhD students generally take their CHS Qualifying Exam within six months of completing coursework and before they defend their dissertation proposal. Students must choose a faculty advisor. This faculty advisor will head their PhD Qualifying Exam Committee and ideally should serve on their dissertation committee. In conjunction with their faculty advisor, students must find another CHS faculty member to serve on the Qualifying Exam Committee.

Fields for the PhD qualifying exam should be devised with a specific PhD project in mind.

Preparation for the exam assists students to situate their work within particular fields of historical research and methodology. Together with their faculty advisors students will prepare a detailed bibliography for each field. Ordinarily, the exam will be conducted as a three-day “take home” exercise in which students will be asked essay questions based on their respective fields, though exam formats may vary.

Scholarly Expectations

1. Demonstration of thorough knowledge of the field literature.
2. Exposition of the candidate’s own interpretation of the problem posed in the question. Along with critically reviewing the existing literature, the candidate is encouraged to discuss conceptual problems left unsolved or not addressed by the field.
3. A general summary of the ways in which the problem relates to broader questions of social and historical interpretation. The candidate should suggest the relevance of the research topic to questions posed in various sectors of social science and history.
# MA in Historical Studies

## Coursework

### Core Courses

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<th>Title</th>
<th>Course Number</th>
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<td>Historical Methods &amp; Sources</td>
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<tr>
<td>MA Thesis Seminar</td>
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### Electives Listed or Cross-Listed in Historical Studies (12 credits)

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### Electives Outside the Department (Optional – up to 3 credits)

- 
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- 

### Total Credit

| Total Credit | 30 |

## MA Thesis Topic

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# PhD with a Specialized Minor in Historical Studies

## Coursework

### Core Courses

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### Remaining Coursework (54-60 credits satisfied in PhD-granting Department)

## Non-Course Requirements

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## Dissertation

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<tr>
<td>Dean’s Representative:</td>
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