



Millersville University English Department Graduate Student Handbook

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English Graduate Faculty

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Nicole Pfannenstiel, Graduate Program Coordinator, Ph.D. Rhetoric and Composition, Digital Media, Digital Writing, Game Studies, Play and Learning.

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Emily Baldys, Ph.D. 19th Century British Literature, Disability Studies.

Caleb Corkery, Ph.D. Writing Pedagogy, Rhetoric and Race, Drama, Narratology.

Roberta Jill Craven, Ph.D. Film Studies, Critical Theory, Narrative Studies.

Kerrie R. H. Farkas, Ph.D. Rhetoric and Composition, Public and Civic Discourse, Grounded Theory, and Critical Discourse Analysis, Writing and Civic Engagement.

Katarzyna Jakubiak, Ph.D. African Diaspora Literature, 20th/21st Century World Literature, Translation Studies.

Timothy R. Mayers, Ph.D. Rhetoric and Composition Studies, Creative Writing, Disciplinary History and Theory of English Studies.

Timothy Miller, Ph.D. 16th and 17th Century British Literature, Milton.

Kaitlin Mondello, Ph.D. Ecocriticism, Environmental Humanities, 19th Century Literature, Feminism, Animal Studies, Science Studies, Posthumanism, New Materialism, Transatlantic Studies, Poetics.

Dominic Ording, Ph.D. 20th Century American Literature, Gender and Sexuality Studies, Cultural Studies.

Carla Rineer, Ph.D. American Literature to 1945, British and American Modernism, Literary Theory, Women's Studies.

Yufeng Zhang, Ph.D. Second Language Writing, Teaching English as a Second Language.

Note: The list of specialty areas of study are designed to help students connect with the professors who specialize in the areas they are interested in.

Degree Requirements and Programs

Learning Outcomes

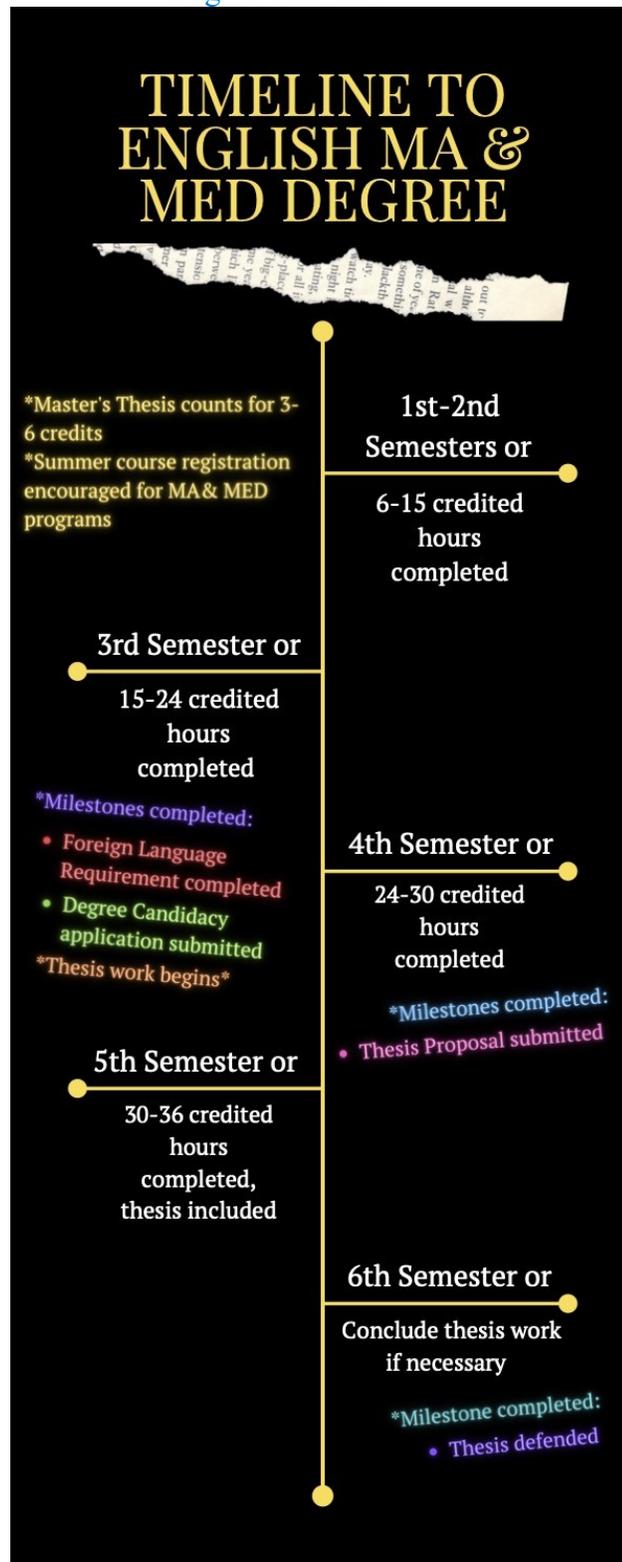
After reading this section, students should understand the importance of:

- Adhering to the degree and thesis timelines for proper progression through the program
- Meeting deadlines on time
- Degree candidacy, foreign language requirement, and capstone projects
- Forming a thesis committee and choosing a chair
- Working through and making decisions on their master's thesis
- Completing a coherent and planned out thesis proposal

Note: Please reach out to the graduate coordinator for further questions and guidance concerning the degree programs and requirements.

We have established what students should keep in mind and consider as they advance through the graduate programs. The sections below will help students navigate the English Graduate programs and gain the knowledge and information they need to successfully complete their degree.

Degree Timeline



Credits

Most graduate students going for their MA degree take 1-3 classes in the Fall and Spring semesters, and 1-2 classes in the Summer. During their final year of the program, students will split their time between their capstone project and their course work. The final capstone project should take one year to complete.

The MA, M.Ed., Post-Baccalaureate Teaching Certificate, and Writing Certificate can be paired together with other English degree programs to enhance the student's academic experience and prepare for future career goals and opportunities. See your advisor for more information.

Master of Arts (MA)

The MA program consists of 36 credit hours with 3-6 credits dedicated to the capstone (thesis, creative work, etc.) project. The MA program is flexible and designed to accommodate and support each student's individual goals and needs. The program is designed to enhance the student's academic and professional life through a more intense study of literature, writing studies, literary theory, film studies, and linguistics.

Master of Education (M.Ed.)

The M.Ed. program consists of 36 credit hours with 9 credits of educational course work. 3-6 credits will be dedicated to a capstone project (thesis, curricular artifact, etc.). The M.Ed. program is flexible and can be tailored to meet each student's individual goals and needs. The M.Ed. is designed to bring students to a greater understanding of English (language, literature, and composition) and educational theory in order to strengthen their skills and increase their capability as teachers and creators of curriculum.

Post-Baccalaureate Teaching Certification & Writing Certificate

The Post-Baccalaureate Teaching Certification is a combination of both undergraduate and graduate course work. The program is designed to work with the individual student's course load prior to enrolling in Millersville. Each student is entering the program with different loads of course work previously completed. These classes will consist of both Education and English studies. Once your transcripts are reviewed, and you can determine the classes that are still needed for your teaching certificate, you will be able to determine how long it will take you to finish the program. Most students will need to complete their Foundational Education courses (6 credits), Professional Education courses (8-12 credits), and their Student Teaching semester (12 credits).

The Graduate Certificate in Writing is an 18 credit program that compliments the MA degree. This offers a chance to escalate and expand your master's degree and contribute to your academic profile. The Certificate will expose students to more diverse genres and practices of writing as well as course work.

Degree Candidacy

Degree Candidacy is achieved through the successful submission of your thesis proposal and finalized formation of a thesis committee.

Foreign Language Requirement

Students are required to take a foreign language course and show reading competency in one foreign language. This can be accomplished through one of the following:

- Satisfactory completion of a foreign language reading exam (offered in Fall and Spring only). This must be completed before the student is granted degree candidacy. Contact

the graduate coordinator for more information. Students have two chances to pass the exam.

- Earning a “B” or higher in one of the following courses: 201 level of any foreign language, ENGL 587 Special Topics in Translation (Independent Study), ENGL 601 Early English Language and Literature, or ENGL 602 Middle English Language and Literature.

Capstone projects

Students are required to complete one of the following capstone projects: research thesis, creative thesis, curricular artifact, qualitative research. The Master’s thesis project is expected to be completed over the course of one year or two semesters. Students are required to form a thesis committee and consult with their thesis chair to decide on a topic and individual timeline to complete their thesis. The individual timeline will be completed for the thesis proposal, which will be turned in two semesters before the thesis defense and final completion. Students should begin thesis work once they have achieved 18 credits and are halfway through the program. The timelines to write and finish the different types of theses are provided below:

ENGLISH MA & MED TIMELINE TO WRITE THESIS

*Timeline indicates last year in degree, students should begin these milestones after completing 18 credit hours

9-10 months before Graduation

- i. Research/writing: work from the outline submitted as part of your proposal. Check in regularly with your Thesis Chair.

3-4 months before Graduation

- i. Feedback from committee
- ii. Edit and Revise thesis

*For questions about this process, or to begin steps, email the English Graduate Coordinator Nicole Pfannenstiel at AmberNicole.Pfannenstiel@millersville.edu

12 months before Graduation

- i. Begin brainstorming ideas
- ii. Discuss topic with potential faculty members
- iii. Choose Thesis Chair
- iv. Choose committee members

• Milestone: Proposal submitted

6 months before Graduation

- i. Continue writing

• Milestone: Register for thesis course in English. Will need both Thesis Chair and Graduate Coordinator signatures.

1-2 months before Graduation

- i. Submit thesis to committee
- ii. Edit and revise thesis
- iii. Format thesis
- iv. Schedule and defend thesis
- v. Make defense revisions
- vi. Submit thesis and appropriate forms to Graduate Studies and Adult Learning

• Milestone: Graduation

Timeline to write a creative thesis

ENGLISH MA & MED TIMELINE TO WRITE CREATIVE THESIS

*Timeline indicates last year in degree, students should begin these milestones after completing 18 credit hours

9-10 months before Graduation

- i. Begin research section of thesis
- ii. Decide on structure and focus of creative piece and begin drafting

3-4 months before Graduation

- i. Feedback from committee
- ii. Edit and revise thesis
- iii. Creative piece should be completed
- iv. Reflection should follow creative section of the thesis

*For questions about this process, or to begin steps, email the English Graduate Coordinator Nicole Pfannenstiel at AmberNicole.Pfannenstiel@millersville.edu

12 months before Graduation

- i. Begin brainstorming ideas
- ii. Discuss topic & creative piece with potential faculty members
- iii. Choose Thesis Chair
- iv. Choose committee members

• Milestone: Proposal submitted

6 months before Graduation

- i. Continue writing

• Milestone: Register for thesis course in English. Will need both Thesis Chair and Graduate Coordinator signatures.

1-2 months before Graduation

- i. Submit thesis to committee
- ii. Edit and revise thesis
- iii. Format thesis
- iv. Schedule and defend thesis
- v. Make defense revisions
- vi. Submit thesis and appropriate forms to Graduate Studies and Adult Learning

• Milestone: Graduation

ENGLISH MA & MED TIMELINE TO WRITE CURRICULAR ARTIFACT

*Timeline indicates last year in degree, students should begin these milestones after completing 18 credit hours

9-10 months before Graduation

- i. Begin designing and drafting curricular artifact
- ii. Begin research that will support artifact

3-4 months before Graduation

- i. Feedback from committee
- ii. Edit and revise thesis
- iii. Curricular artifact should be completed
- iv. Reflection should follow curricular artifact section of thesis

*For questions about this process, or to begin steps, email the English Graduate Coordinator Nicole Pfannenstiel at AmberNicole.Pfannenstiel@millersville.edu

12 months before Graduation

- i. Begin brainstorming ideas
- ii. Discuss topic with potential faculty members
- iii. Choose Thesis Chair
- iv. Choose committee members

• Milestone: Proposal submitted

6 months before Graduation

- i. Continue writing

• Milestone: Register for thesis course in English. Will need both Thesis Chair and Graduate Coordinator signatures.

1-2 months before Graduation

- i. Submit thesis to committee
- ii. Edit and revise thesis
- iii. Format thesis
- iv. Schedule and defend thesis
- v. Make defense revisions
- vi. Submit thesis and appropriate forms to Graduate Studies and Adult Learning

• Milestone: Graduation

Thesis dos and don'ts

- **Do:** Plan ahead
 - This cannot be stressed enough. You do not want to start your thesis work without doing prior research and not having enough prior knowledge on the topic of your choice. Please, make it easy on yourself.
- **Do:** Work on something that interests you
 - A Master's thesis can range anywhere between 30-100+ pages. You do not want to find yourself working on a topic you have no interest in. It will make the thesis process more tedious than it needs to be.
- **Do:** Utilize resources and reach out for help when needed
 - It's important that you talk with your committee when you get stuck or need guidance. There are many resources available to help you as you write your thesis such as the library, writing center, counseling (to help with stress), and advisement. You should take advantage of what's available to you instead of struggling with the writing process. You are paying for it after all. Ask **Michelle Santamaria**, the English library liaison for more information.
- **Do:** Take advantage of professional conferences to workshop your thesis
 - Presenting your work-in-progress thesis at conferences will help you get more feedback and better prepare you to defend your thesis and present your thesis to your committee. It will also add to your professional development. Talking about your thesis will also help show you what aspects of your thesis need work.
- **Don't:** Wait until the last minute to decide on a topic/thesis chair/committee

- This will only harm your thesis and make things extremely difficult for you. Track deadlines, pace yourself, and form a committee of teachers that know the topic and will push you to do your best.
- **Don't:** Pick a topic you don't know enough about or don't completely understand
 - You do not want to pick a topic that you don't fully understand because that will just complicate the writing process and prevent meeting deadlines on time.
- **Don't:** Ignore the timelines or deadlines
 - It is important to keep checking the timelines because they include vital milestones and deadlines so that you can stay on track and get your thesis done on time. It'll help you make sure your forms are filled out and turned in to the appropriate office on time.

How to form a thesis committee

The Master's thesis undoubtedly requires much research and crucial planning; however, the same work must go into forming a thesis committee. The thesis committee is just as important as the thesis itself. Students must take their thesis committee members into careful consideration. The thesis chair should be selected based on their existing knowledge and specialization in the student's chosen topic. The committee members should be chosen based on their ability to provide the student with a new way of looking at their thesis and help them fill in the gaps in their research and writing.

Things to ask yourself

- **Thesis Chair**
 - Does the professor have experience with the topic you are writing about?

- Does the professor specialize in your topic?
- Has the professor served as a thesis chair before?
- **Committee**
 - Have you worked with the professor before? Are they familiar with your work?
 - Has the professor worked in thesis committees before?
 - Can they offer you helpful feedback and/or the help you need?

How to ask professors to serve on your committee

- **Be understanding**
 - Don't take it personally if the professor says no. Make sure you have a few back-up ideas so that you do not find yourself out of professors to talk to, and without a finalized committee.
- **Know your topic**
 - It's also important that you know your topic well enough so that you can present it to potential committee members so they can make an informed decision concerning joining your committee.
- **Be polite**
 - This should go without saying. Be polite when asking the professor to serve on your committee and be respectful if they say no or offer critiques of your work. They are there to help you and push you to the best of your ability.

Thesis proposals

Your thesis proposal is meant to guide your writing process and establish what you want to research, argue, and articulate. You will state your purpose for conducting your study, the

conclusions you may find, and what your study will add to the existing research on your topic. A master's thesis typically takes one year to write. The proposal will be completed two semesters, or one year, before you graduate, and before you officially begin writing your thesis.

The proposal is subject to change, as you will undoubtedly come across revisions, edits, and new materials that may shift your thoughts and arguments. Take the proposal seriously, as its purpose is to get you thinking about what you want to discuss and how you will structure your thesis to benefit and support your ideas. Your thesis proposal should consist of:

- Introduction
- Literature review
- Purpose
- Outline (an estimated outline as you have not started writing yet)
- Limitations
- Estimated timeline of completion
- Works cited/bibliography (working list)

Note: Please see the proposal outlines for more information and guidance

Proposal Guidelines for a Thesis Capstone in English

This guide was developed by the English Department¹ at Millersville University to help students successfully navigate the culminating experiences of their degrees. The questions and approaches offered in this document should help a student complete the pre-work necessary to successfully navigate researching and writing a Thesis. **Variation in the questions offered here may be requested by individual thesis chairs, students are encouraged to work with their thesis chair prior to completing their Thesis Proposal.**

Students should complete a Thesis Proposal (the questions here), and Thesis Proposal form (available through Graduate Studies and Adult Learning) one semester prior to the semester they intend to graduate (ie. Spring graduates should complete this the prior Fall, etc.).

The Thesis Proposal and Thesis Proposal form should be approved by the Thesis chair, then the full committee. Once the full committee approves, both documents should be forwarded to the Graduate Coordinator.

Students who do not have a thesis chair should email the Graduate Coordinator for more information on finding a thesis chair.

Proposal Introduction

- What topic will your thesis explore?
- What is the purpose of your intended work and research?
- Why is your thesis necessary?

Literature Review

- Describe the research foundation and discuss the relevance to your ideas/thesis statement.
 - Use statement like “The purpose of this study is . . .”
- Why are your sources important? Where will they intersect with your ideas and thesis work?
- Explain how you expect your research to add to the existing research. Why is your research important? What is it conveying?
- How does their work relate to your creative piece? What are you drawing from them?

Purpose

- What are you conducting research for? How does this support your thesis work?
- What will your thesis work offer? What is the purpose of presenting your topic and research in this way?
- Identify the main ideas and intentions of your work.

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- How are you conducting your research? How will this relate to your thesis work?
- Most importantly, how did you come to write your creative work? Why is it important that it be included in your thesis?

Expected Chapter Outline of Finished Thesis

The following are suggestions of chapters commonly found within creative theses, and the materials contained within them. These sections may shift and change with the advisement of your thesis chair:

- Introduction
 - Develops a thesis related to the scholarly genre research.
 - Explain your reasoning for structuring your thesis in this way and ordering your topics of discussion. How do the chapters flow together? Are they arranged in a cohesive order?
- Literature Review
 - Develop a connection between your creative work and the research you have conducted or referenced.
 - Describe areas of poetics and/or prose that draw from your ideas and texts that you plan on referencing.
- Body of the thesis: there are numerous chapter approaches to research theses. The literature review can provide examples for structure, previously completed theses can provide examples for structure, and thesis chairs can help shape structure.
 - Example 1:
 - Methodology
 - Data
 - Results
 - Conclusions
 - Example 2:
 - Background on literature
 - Literary analysis
 - Conclusions
 - Body of the thesis reflects the work expected within the field of study. English draws from a broad range of methodologies. Your thesis chair can provide meaningful specifics to help you shape your work.

Limitations to Consider

- What is missing from your research? What perspective are you not conveying?
- What will your thesis offer?

Expected Timeline

- Include your expected timeline to complete the project work.
 - NOTE: most theses require 6 months for research, writing, revising and defense.

Works Cited/Bibliography

- Include your working bibliography.

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Financial Aid and Graduate Assistantships

Funding Graduate Education

We understand the difficulties involved with funding graduate education. Below is some general information on options available. The English Department encourages all students to explore all options to support their successful navigation of the program.

Funding opportunities change frequently. We encourage students to explore and investigate opportunities beyond what is listed here.

Financial Aid

Graduate Students are strongly encouraged to review the information provided by the Financial Aid website carefully.

The website can direct you to a plethora of useful information. Within you can find a financial aid checklist, calendars and deadlines, information on several types of aid such as scholarships, grants, loans and FAQ's, and much more.

Please see the office hours and contact information on the site and contact Financial Aid directly with any questions.

<https://www.millersville.edu/finaid/studentinfo/graduate.php>

Graduate Assistantships

If you have not considered a Graduate Assistant position, now is the perfect time. This link will give you all the information you need on the Graduate Assistantship program at Millersville. Not

only is it a helpful financial aid resource, but students who become GA's gain beneficial experience in the administrative side of academia. Graduate Assistantship applications are submitted to the College of Graduate Studies and Adult Learning.

<https://www.millersville.edu/admissions/graduate/current-student-resources/graduate-assistantships.php>

Grants and Scholarships

At the graduate level it is recommended and encouraged for students to participate in conferences, performance competitions, exhibitions, field trips, and scholarly research. With the help of grant and scholarship funding for research-related travel, conference-related fees, materials, supplies, data collection, books, and other research needs can be requested to help in your academic endeavors. Doing scholarly research or presenting at conferences is a great way to expand your academic portfolio and network in and out of Millersville. For more information: see the Student Research link below.

<https://www.millersville.edu/admissions/graduate/current-student-resources/student-research.php>

Advising

Graduate advising is not required although it is recommended that graduate students check in with their advisor each semester. Make sure you also log into MAX. Your advisor can:

- Help create a plan and personalized timeline to graduate and meet milestones and deadlines
- Provide general graduate advice
 - More information on conferences, clubs and organizations, publishing academic work, course work, thesis projects, credits, professional organizations, and additional resources
 - Post graduate professional information
 - Post graduate academic aspirations
- Refer you to the professors that specialize in your topics of interest
 - Advise on potential thesis chair considering both topic and student feedback needs
 - Advise on how to work with a thesis chair to form the full thesis committee

Note: Your graduate advisor is an important resource for many areas of your studies and outside of your studies. There are additional professional organizations that can help strengthen your academic work, and help you navigate the areas of study that you are interested in. You can always ask your advisor for help with your intended area of study.

How to Succeed as a Graduate Student

The importance of graduate school is for students to learn something new and add that knowledge to existing conversations. It's important that you take advantage of any and all opportunities or help offered to you. This will help you shape and refine your writing skills, learn how to take criticism, and put yourself and your work on the map.

To be successful in graduate school is to try things you have never done before, connect with your teachers, and improve in the areas of English that you may have been struggling with. Graduate school is full of new and exciting challenges, but you must be open to these challenges and the changes they will bring in order to succeed. We encourage students to remain open to and take full advantage of the advice given below, as it will help you in your academic and professional careers.

Learning outcomes

This list is meant to guide students and instill them with the importance of valuing their degree for career opportunities, future experiences, and developing their skills. Use these lists as a guide to succeed and excel as a graduate student.

After reading this section, students must understand the importance of:

- Presenting and elaborating on a cohesive project or paper
- Demonstrating a professional demeanor
- Producing critical and scholarly work at the graduate level
- Learning and developing new writing and academic skills

- Adhering to the graduate degree and thesis timelines
- Utilizing the resources available through Millersville
- Grasping literary theories (rhetoric, writing studies, discourse, composition) and concepts
- Connecting with faculty members
- Submitting work for publication

By the end of their graduate career, students should:

- Demonstrate knowledge of and ability to present on English studies by describing past and current English practices
- Show mastery of their studies by identifying the critical theories, methodologies, and practices of English
- Demonstrate excellent critical and analytical skills in the analysis and interpretation of texts
- Establish an original argument on a specific topic of interest, and present coherent and precise research-based arguments to a diverse audience of scholars and peers
- Submit work for publication and take part in academic conferences and memberships in scholarly organizations

We have discussed what students should take away from their studies and the important aspects of graduate study that they need to keep in mind. The sections below will help students gain the knowledge they need to succeed as an English graduate student.

First and Second Year of Graduate Study

- First Year
 - Familiarize yourself with the graduate catalog
 - Review the timelines and course information, begin planning your personal timeline to graduate and deciding on courses that fit your areas of interest (check your degree audit for more information)
 - Contact and meet with your advisor
 - Design a personalized set of goals for your graduate studies
 - Check Millersville Get Involved - can help you improve your academic and professional skills
 - Focus on course work
 - Find and strengthen academic skills

Note: the timelines are intended to guide you through your graduate studies, each experience will be different based on the individual student.

Please remember: Students can spend more than the average two years in the program. It is important that students complete the program at their own pace. Please see the timelines or speak to the graduate coordinator for further guidance.

- Second Year through graduation
 - **Thesis work begins**
 - Start thinking about master's thesis

- Brainstorm thesis topics
- Speak to and decide on potential thesis committee members
- Fine-tune writing and research skills
- Attend and present at academic conferences
- Begin submitting work to journals and other publications
- **One year prior to graduation**
 - Submit thesis proposal
 - Begin writing thesis
 - Keep in touch with your committee, send them numerous drafts for feedback
- Course work should soon be finished

Note: Your thesis is worth 6 credited hours that can be used as you finish your course work during your final two semesters.

Utilize campus resources

Library

The library can:

- Help you start looking for articles for research papers or books on a certain topic you are interested in.
- Help if you are struggling with finding secondary sources or struggling with finding the right books.
- Provides guidance with proper navigation of their website and where to look for the books you need.

Experiential Learning and Career Management – ELCM

The ELCM office can:

- Help students (graduate and undergraduate) work on and polish their resumes
- Help students work toward their desired career field
- Connect students with people who specialize in or work in their field of interest

Writing Center

The writing center is available to undergraduate and graduate students who are in need of help with their academic work. The writing center:

- Provides useful feedback on student's academic work
- Helps students who are stuck on their writing assignments work through their struggles
- Can act as an audience for the student's work or presentation

Graduate Office

The College of Graduate Studies and Adult Learning Office is available to all graduate students who need assistance. The graduate office:

- Helps students keep track of their graduate studies and graduation timeline
- Helps students reach their goals in a timely manner
- Keeps track of the student's course work and degree requirements and ensures that they are completing the necessary course work

Clubs & Organizations

Clubs and organizations around campus, as well as professional organizations, are important to helping students branch out into their areas of academic interest. Clubs & organizations:

- Connect students to others who share their interest in specific areas of study
- Allow students to expand their knowledge and refine their skills in their preferred area of research and academia
- Help students branch out to other organizations or areas of study for further academic excellence

How to improve your scholarly skills, present yourself as a scholar

- Keep reading and writing as much as you can
- Present at conferences to improve your writing and presentation skills - Millersville Graduate Faculty can serve as useful mentors to students interested in presenting at conferences. Ask your faculty.
- Submit your work for publication. The publication timelines vary widely, and the reputability of publications vary widely. Ask faculty if and when you need guidance!
- Reach out to instructors, graduate advisor, and other faculty for help
- Build your confidence

You will never stop improving your skills as a scholar, and you will find that graduate school has much to offer in terms of refining your research skills and writing capabilities. It is a perfect opportunity to show off the skills you already possess while learning and experimenting with new ones.

Familiarize yourself with literary theories & concepts - create a starting point for research expansion

This is crucial to solidifying yourself as a scholar. Theoretical lenses, though at times a bit tedious, are a vital component to English graduate work. Here are a few reasons why it is important that you familiarize yourself with literary theories and concepts:

- You'll be ready to tackle these theories in your graduate papers and master's thesis
- The earlier you start learning or relearning theories, the more it will benefit you as a scholar in the long run
- You will know how to apply the many different theoretical lenses to literary works
- This is a great opportunity to take advantage of the library, talking to your teachers, or other resources to help you with your research

Connect with faculty members

Your teachers and faculty members are here to help you. It's important that you connect with them for help when you need it. It is important to reach out to faculty members because:

- It will benefit you when it comes time to decide on your thesis committee
- If something does not click with you right away or you are struggling with assignments or other work
- They can help you as you plan your professional career and even point you in the right direction with finding and securing the jobs you are hoping to get after graduate school

Find & shape your professional skills and goals as a scholar

- Make a set of goals that you'd like to reach throughout your graduate studies
- Come up with long-term goals and future career goals
- Present an aura of professionalism

English graduate school is all about improving your skills as a scholar and writer. Discovering your professional skills will help you greatly in both your academic and future career pursuits.

Professional development

- Conferences
 - Builds your skills as a researcher and presenter
 - Gives you the opportunity to meet other students and faculty members who might help you later in your graduate career or share the same interests as you
 - Refer you to professional organizations that specialize in topics you are interested in and provide more presentation opportunities
- Submitting your work for publication/Having your work published
 - Is a great accomplishment for you as a writer and scholar
 - Is a great addition to your resume
 - Provides you with more opportunities for success after graduate school
 - Is a critical component of the graduate school experience

Note: The more conferences and publishing opportunities that you take advantage of, the more it will benefit you as a scholar.

The English Grad Community - Why Millersville?

The English graduate community at Millersville offers a unique experience tailored to each student and opens many opportunities for further success. It helps students prepare for doctoral programs and plan their future professional careers. The English graduate community at Millersville offers students an exceptional experience and wide variety of courses and flexibility, and many chances for students to get involved, participate in professional conferences, submit their work for publication, and improve their writing skills.

It's important that students take advantage of the resources that are available to them. It will help you refine and learn new sets of skills for the future. Please remember that you are not alone. Your peers, teachers, and other graduate faculty are here to help you with any issues you may come across. Don't hesitate to reach out.

Learning Outcomes

After reviewing this section, students should learn the importance of:

- Presenting at professional conferences
- Reaching out to useful organizations and resources on campus
- Submitting work to academic journals operating through campus and other outlets for publication
- Completing course and thesis work that will enhance the student's academic and writing skills
- What the English Graduate community at Millersville can do to prepare students for future career and job opportunities

- How the English Graduate community at Millersville can help prepare students for future success

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We have highlighted the important aspects of English graduate study at Millersville, and stressed the importance of taking advantage of the resources Millersville has to offer. The sections below will show students how Millersville can help ensure that their time in the English Graduate program can and will set them up for success.

Opportunities For Success

- Conferences
- Publications
- Helpful resources (the writing center, library, ELCM)
- Course work
 - Your classes are designed to help you and introduce you to new ways of thinking and applying that to your writing.
- Thesis work

Your thesis is the most important part of your graduate studies. You will apply what you learned and what you need to work on to your thesis. The thesis is designed to help you strengthen your skills as a writer and scholar while providing improvement in the areas you are struggling with. Your thesis committee will be there to assist you all the way through your writing and researching processes.

Career Opportunities & Planning Ahead

The English Graduate Community at Millersville:

- Provides many opportunities for success
- Can help lead you to more career opportunities and give you the chance to plan where you want to go after graduating
- Provides many resources for career exploration
- Prepares students for doctoral programs, and assists students with the application process or begin other necessary preparations for doctoral work
- Helps students decide on future careers

Note: Creating a graduate-level resume is a great place to start. Reach out to your graduate coordinator and other faculty members for help with creating a polished resume. Millersville's Experiential Learning and Career Management office is a great place to send your resume to for feedback.

[The Graduate Journal](#)

The Graduate Journal at Millersville opens the floor for any graduate students to submit their academic work for publication. It is a great way to get your work into the hands of others and begin publishing your work. It is an opportunity that graduate students should take advantage of.

Student Conduct

Academic Honesty

The Program abides by the Millersville University Code of Conduct Acts that violate academic honesty include plagiarism, cheating, fabrication, and academic misconduct. More information on the Academic Honesty Policy can be found in the Graduate Catalog.

Professional Disposition Check List

1. Follows appropriate channels of communication.
2. Writes and speaks to be easily understood by multiple audiences.
3. Conveys professional tone.
4. Listens carefully and actively.
5. Exhibits enthusiasm about the field of study.
6. Self-regulates and modifies professional behavior based upon feedback.
7. Shows involvement with professional organizations, publications, and activities.
8. Participates consistently and appropriately.
9. Understands and respects diversity.
10. Respectfully interacts with other graduates, faculty, and staff.
11. Works collaboratively with other colleagues, universities, and organizations.
12. Completes high quality products in a timely manner.
13. Adapts and is flexible to change.
14. Displays excellent interpersonal skills.
15. Maintains professional appearance.
16. Displays initiative and reflective judgment.
17. Provides leadership and problem solving.

Student Expectations

Students are expected to present themselves and their work in an ethical and professional manner. Students who are guilty of any unethical practices will be liable for punishment and possible expulsion from the program.

Resources

Included here is a list of free resources that will be useful and valuable to your graduate studies:

[Graduate Catalog](#)

All students should familiarize themselves with the **Graduate Catalog**. This catalog details Graduate Studies and Adult Learning Policies, English and World Language program specific policies, and course overviews. Students are expected to be familiar with all policies.

<https://www.millersville.edu/catalogs/graduate/index.pdf>

[Writing Center](#)

<https://www.millersville.edu/enwl/writing-center/>

[Online Tutoring](#)

<https://www.millersville.edu/enwl/writing-center/online-tutoring.php>

[Tutoring Center](#)

<https://www.millersville.edu/tutoringcenter/index.php>

[Graduate Studies & Adult Learning Office](#)

<https://www.millersville.edu/admissions/graduate/current-student-resources/index.php>

[Experiential Learning and Career Management – ELCM](#)

<https://www.millersville.edu/elcm/index.php>

[Library](#)

<https://library.millersville.edu/books>

[Clubs & Organizations](#)

<https://www.millersville.edu/ville-life/clubs-organizations/>

[Map of Campus](#)

Interactive: <https://www.millersville.edu/directions/index.php>

PDF: <https://www.millersville.edu/facmgmt/administration/campus-map.pdf>

[Important Graduate Forms](#)

<https://www.millersville.edu/forms/>

[Academic Policies](#)

<https://www.millersville.edu/about/administration/policies/academics.php>

[University Policies](#)

<https://www.millersville.edu/about/administration/policies/index.php>

[University Police](#)

<https://www.millersville.edu/police/index.php>

[Dining Services](#)

<https://www.millersville.edu/dining/>

[Title IX](#)

<https://www.millersville.edu/titleix/index.php>

[Counseling Services](#)

<https://www.millersville.edu/counsel/services.php>

[Kurzweil](#)

<https://www.millersville.edu/learningservices/kurzweil-3000.php>

[Student Resources](#)

This link provides students with a self-updating university calendar, information on day-care, policies on missing residential students, sexual harassment, sex discrimination, and responsible action.

<https://www.millersville.edu/saem/student-resources/>

[Additional Resources](#)

Bui, Yvonne N. *How to Write A Master's Thesis*. 3rd ed., SAGE Publications, 2020.

Fink, Arlene. *Conducting Research Literature Reviews*. 5th ed., SAGE Publications, 2020.

Goodson, Patricia. *Becoming an Academic Writer*. 2nd ed., SAGE Publications, 2017.

Moore, Cindy, and Hildy Miller. *A Guide To Professional Development For Graduate Students*

In English. National Council of Teachers of English, 2006.

