

Student name \_\_\_\_\_

Planned last quarter \_\_\_\_\_

Students fulfill the JSIS Japan Studies MA final paper(s) and Oral Exam requirements in part by writing two Research Papers or an Essay of Distinction. These requirements are detailed in the Japan Studies Handbook for Graduate Students. Further information is available from the Graduate Program Coordinator (GPC) and the Graduate Program Adviser (GPA, Paula Milligan). Please complete the sections of this form as you fulfill the various requirements in your final year; **this form should remain in your file with the GPA** except when you borrow it to obtain the required signatures for the various steps in the process.

**TWO RESEARCH PAPERS + ORAL EXAM**

**I. First Research Paper**

**Due:** 8th Friday of Autumn Quarter in final year

Research Papers originate from courses you have taken, and they must be on different topics, written for different members of the JSIS Japan faculty, and at least one must have been written for a member of the JSIS Japan faculty with a graduate appointment. First obtain a faculty member's permission to rework a class paper to fulfill the Research Paper requirement (**Step 1**), then revise the paper and have the faculty member sign again to indicate the final version fulfills this requirement (**Step 2**).

**Submit this form to:** GPA

Paper 1 Title \_\_\_\_\_

Course number, name, quarter \_\_\_\_\_

**Step 1:** I approve the use of this paper for revision to fulfill the Japan Studies MA degree requirement for a research paper.

**Faculty name** \_\_\_\_\_ **Signature** \_\_\_\_\_

**Step 2:** I have read the final, revised version of this essay and approve it as submitted to fulfill the Japan Studies MA degree requirement for a Research Paper.

**Faculty name** \_\_\_\_\_ **Signature** \_\_\_\_\_

**Due:** 8th Friday of Autumn Quarter in final year. All revisions to the paper must be completed by this date in order to receive faculty approval.

**II. Second Research Paper**

**Due:** 3rd Friday of final quarter

Complete the information below for your second research paper.

**Resubmit this form to:** GPA

Paper 2 Title \_\_\_\_\_

Course number, name, quarter \_\_\_\_\_

**Step 1:** I approve the use of this paper for revision to fulfill the Japan Studies MA degree requirement for a research paper.

**Faculty name** \_\_\_\_\_ **Signature** \_\_\_\_\_

**Step 2:** I have read the final, revised version of this essay and approve it as submitted to fulfill the Japan Studies MA degree requirement for a Research Paper.

**Faculty name** \_\_\_\_\_ **Signature** \_\_\_\_\_

**Due:** Third Friday of final quarter. All revisions to the paper must be completed by this date in order to receive faculty approval.

**see next page**

**JSIS Japan Studies Program      MA Completion Form 2016–2017**  
**TWO RESEARCH PAPERS + ORAL EXAM, continued**

**III. Oral Exam**

**Due:** 5th week of final quarter

Student will be consulted in scheduling the Oral Exam and will provide copies of both final, graded research papers to both members of the Oral Exam committee at least one week before the exam.

Time and date \_\_\_\_\_ Place of Oral Exam \_\_\_\_\_  
>> **Evaluation:**     **Excellent**     **High Pass**     **Pass**     **Fail (exam will be rescheduled)** <<

Faculty examiner 1: Name \_\_\_\_\_ Signature \_\_\_\_\_

Faculty examiner 2: Name \_\_\_\_\_ Signature \_\_\_\_\_

**IV. Warrant**

**Due:** to GPA by the last day of your final quarter

The faculty will sign this document at your Oral Exam and return it to the GPA with your file.

**Review of Coursework**

You must meet with the GPC at least once a year. You must also meet with the GPA in your penultimate quarter and again in your final quarter to review your file for conformance to requirements of the program and the Graduate School.

## JSIS Japan Studies Program MA Completion Form 2016–2017

### ESSAY OF DISTINCTION + ORAL EXAM

The Essay of Distinction is only for students who have prior approval from two JSIS Japan faculty members willing to work with them (indicated by the signatures in section 1 below) in developing a very rigorous research paper. Typically 35-50 pages (10,000-15,000 words), an Essay of Distinction presents a clear research question and statement of hypothesis/argument, and draws on Japanese-language sources. Before choosing this option, you should consult with the GPA and the GPC about additional requirements and expectations.

**I. Approval of Hypothesis & Supervisory Committee** **Due:** 8th Friday of Autumn Quarter in final year  
Hypothesis:

*I approve this hypothesis and agree to serve on the supervisory committee for this Essay of Distinction:*

Faculty name \_\_\_\_\_ Signature \_\_\_\_\_

Faculty name \_\_\_\_\_ Signature \_\_\_\_\_

**II. Oral Presentation of Essay** **Due:** Final quarter

You will present your Essay at a Japan Colloquium event early in your final quarter. This feedback will help you in preparing the final draft of your Essay. You will be consulted in scheduling this presentation.

**III. Submission of Essay** **Due:** 8th Friday of final quarter

Submit two copies of your Essay of Distinction to the Office of Student Services by 3:00 p.m. on Friday of the eighth week of the quarter in which you intend to complete the degree requirements. These copies will be distributed to your supervisory committee members. When they approve the Essay, the Oral Exam will be scheduled.

**IV. Oral Exam** **Due:** Final week of final quarter

You will be consulted in the scheduling of the exam.

Time and date of Oral Exam \_\_\_\_\_ Place of Oral Exam \_\_\_\_\_

*We approve this Oral Exam and the Essay of Distinction submitted as fulfillment of these requirements for the Japan Studies MA degree, and we give them the following rankings:*

**Evaluation of Essay:**    **Excellent**    **High Pass**    **Pass**    **Fail**

**Evaluation of Exam:**    **Excellent**    **High Pass**    **Pass**    **Fail (exam will be rescheduled)**

Faculty examiner 1: Name \_\_\_\_\_ Signature \_\_\_\_\_

Faculty examiner 2: Name \_\_\_\_\_ Signature \_\_\_\_\_

**V. Warrant** **Due:** to GPA by the last day of your final quarter

The faculty will sign this document at your Oral Exam and return it to the GPA with your file.

**Review of Coursework:** You must meet with the GPC at least once a year. You must also meet with the GPA in your penultimate quarter and again in your final quarter to review your file for conformance to requirements of the program and the Graduate School.