

**HISTORY AT COLUMBIA
UNDERGRADUATE HANDBOOK**

2017-2018 Edition



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INTRODUCTION FROM OUR FACULTY

A global leader in historical scholarship, the Department of History at Columbia is deeply committed to undergraduate education. Many of us teach in the College Core. All of us teach undergraduate lectures and seminars in history.

Our rich undergraduate curriculum covers most areas of the world and most periods of history. Our courses explore various methodologies, a wide range of ways of writing history, and different approaches to the past. We emphasize no one approach to history and insist upon no single interpretive model.

Thinking historically is an analytical skill of increasing value in an epoch dominated by short-term perspectives.

Whether you are interested in global inequality or medieval law, the evolution of drug trafficking or the history of human rights, the American West or Meiji Japan, you will find courses that speak to your interests and complement your other studies. Most of our courses are open to undergraduates from all majors and programs.

The History Department offers a major and a concentration in history. The history major or concentration enables students to achieve a deeper and broader knowledge of a particular field of history, while also developing the kinds of analytical and writing skills important in many areas of life. The heart of the undergraduate major is the seminar, a small-group course in which students work closely with an individual faculty member on some subject. Our department, in conjunction with related programs, now mounts approximately fifty seminars each year on a wide range of topics. Undergraduate majors are also encouraged to consider writing a senior thesis on a subject of particular interest, and the department offers special seminars for thesis writers. An increasing number of students now write senior theses.

Our commitment to undergraduate history is expressed institutionally in a strong faculty advising committee. Collaborating closely with the Undergraduate History Council (UHC), the Undergraduate Education Committee (UNDED) coordinates the history curriculum, while also handling advising and addressing questions concerning requirements and credits.

CURRICULUM

The History Department offers a variety of courses, taught by over fifty faculty members and covering three millennia of history. The Barnard History Department offers its own courses, most of which are open to Columbia students. Other departments, such as East Asian Languages and Culture (EALAC) and Middle Eastern, South Asian, and African Studies (MESAAS) offer courses that are cross-listed with History (and thus count towards the degree). Several courses cross regional, national, and chronological boundaries. Courses may focus on religious, intellectual, social, economic, legal, or political history, or on historical theory and method. While most courses have no prerequisites, seminars do have limited enrollment, which is often determined by application or with instructor's permission. Depending on faculty leaves and the rotation of departmental offerings, many courses are offered once every two years.

Lectures, normally worth 4 points, meet twice a week for 1 hour and 15 minutes each session. As a rule, history lectures have additional required discussion sections. Lectures range from the very large (over 300 students) to the very small (fewer than 25). Most lecture courses require a midterm and a final examination; many also require written assignments and final papers.

Seminars, worth 4 points, are generally smaller and more intensive. Most seminars are capped at 15 students. Seminars explore focused topics more deeply through concentrated reading in the secondary literature on a topic, primary-source research, or both. These classes meet once a week for 1 hour and 50 minutes. The workload for seminars is generally heavier than for lectures, with more reading and more written work. Seminars normally do not have a final examination but typically require a substantial paper. Some seminars have prerequisites, which are noted in the Directory of Classes. In many cases, students must receive permission from the instructor to register for a seminar or, if required, complete a seminar application in order to join a seminar. Please see the seminar page on the department's website for updated seminar information each term: <http://history.columbia.edu/undergraduate/seminars/index.html>

Students may also arrange independent reading courses with a member of the faculty; please note that such arrangements do not fulfill the seminar requirement for majors but may potentially fulfill other requirements.

MAJOR AND CONCENTRATION

This section lays out the requirements for the undergraduate major and concentration for students in Columbia College and the School of General Studies.

Requirements	MAJORS	CONCENTRATORS
Courses in History	9 courses (total)	7 courses (total)
Specialization	4 courses	3 courses
Breadth Requirement (courses outside the specialization)	3 courses: 1 removed in time & 2 removed in space	2 courses: 1 removed in time & 1 removed in space
Seminar Requirement	2 seminars, at least 1 in specialization	None

NOTE ON TRANSFER AND STUDY-ABROAD CREDITS:

- No more than 3 courses for transfer credit or study-abroad credit will be accepted toward the major; no more than 2 courses will be accepted toward the concentration (Oxford or Cambridge students may transfer up to 4 or 3 courses respectively; see the "Study Abroad" section on page 13).

- The seminar requirement **must** be fulfilled at either Columbia or Barnard.

DOUBLE-COUNTING COURSES: History courses that count towards the Global Core can be applied towards the degree requirements and the Global Core requirement. Beginning Fall 2017, CC and GS will also allow a limited number of courses to count towards two different major or concentration programs, so long as the courses in question already meet the requirements for both programs. For more information, please visit: https://www.college.columbia.edu/sites/default/files/coi_policy_adopted_spring_2017_2.pdf

Specialization

Students are required to choose and complete a “specialization”—that is, a set of courses on a specific field, theme, or subject. In most cases, the regional specialization must be bounded by a time period (for example, “20th Century U.S. History” as opposed to just “U.S. History”); any exceptions must be approved by a member of UNDED. A specialization does not appear on the student’s transcript but provides an organizing principle for the program and is required to complete the major or concentration. Students must also fulfill a breadth requirement by taking courses outside the field of their specialization.

The requirements of the undergraduate program encourage students to develop in-depth knowledge of the history of a particular time and/or place and to gain a sense of the full scope of history as a discipline.

The historical fields in which the department offers classes include but are not limited to:

- Ancient history
- Medieval history
- Early Modern European history
- Modern European history
- United States history
- Latin American and Caribbean history
- Middle Eastern history
- African history
- East Asian history
- South Asian history
- Jewish history

Additionally, we offer classes in thematic and cross-regional fields that include, but are not limited to:

- Intellectual history
- Women’s history
- History of science
- International and global history (with a suitable regional focus)

These fields are only examples. Students should work with a member of UNDED to craft a specialization on the theme or field that most interests them. Majors are required to complete at least 4 courses in their specialization (including a seminar) and concentrators must complete at least 3 courses.

Breadth Requirement

Both majors and concentrators must also fulfill a breadth requirement by taking courses outside of their specialization. Majors must take 3 breadth courses and concentrators must take 2. The breadth requirement itself has two parts: time and space. Seminars can be used to fulfill the breadth requirements.

Time: Majors and concentrators must take at least one course covering a time period far removed from their specialization. Students specializing in the modern period must take at least one course in the pre-modern period. Students specializing in the pre-modern period must take at least one course in the modern period.

Pre-modern courses cover a wide range of geographic regions, and the course used for the chronological breadth requirement can cover any region. However, if a course is in the same regional field as your

specialization, it must focus on a **drastically different** time period. For example, a student specializing in Modern European History could **not** take a course in Early Modern European History for the pre-modern requirement and would need to take something further removed, such as Ancient Greek History or Early Chinese History. Please consult with a member of the UNDED to be sure that the course you have selected is “removed in time” enough from your specialization.

Space: Majors must take at least two additional courses in regions removed from their chosen specialization. Therefore, a student specializing in some part of Europe must take two courses in Africa, East or South Asia, Latin America/Caribbean, Middle East, and/or the U.S. *These courses must cover two different regions.* Concentrators must take one course in a different region from the specialization.

In the event a course covers multiple geographic regions where one of the regions involves the specialization, that course cannot be used to fulfill the breadth requirement (except in rare instances approved by the Director of Undergraduate Studies). For example, a student specializing in “20th Century U.S. History” cannot fulfill the requirement with a class on World War II in a global perspective.

Thematic Specializations: Students with thematic or cross-regional specializations will have their breadth requirements modified, if necessary, in consultation with a member of UNDED.

Note: Students may not use a single course to fulfill more than one part of the breadth requirement. For example, a student specializing in Modern Latin American History could not count “History of Ancient China to the End of the Han” toward both their “time” and “space” breadth requirements.

Seminar Requirement (For Majors)

History majors must complete a seminar requirement by taking two seminars at the 3000 or 4000 level. At least one of these courses must be in the student’s specialization. Seminars **must** be completed at either Columbia or Barnard. Seminars taken abroad or at other universities may count toward the overall number of credits, but do **NOT** fulfill the seminar requirement. Registration for undergraduate seminars is often by application or with the instructor’s permission, though some require neither. Please see: <http://history.columbia.edu/undergraduate/seminars/index.html>

The two-term Senior Thesis Seminar (HIST UN3838-3839) counts as two courses, but only as **one** seminar, normally within the specialization. Only History majors may take Senior Thesis Seminar (not concentrators).

Senior Thesis Seminar Pre-requisite: Students who intend to write a senior thesis are urged to take at least one seminar in their junior year so that they have experience writing a substantial research paper.

Senior Thesis Seminar Grading Policy: All students registered in the year-long Senior Thesis Seminar will receive a “YC” (year course) grade at the end of the fall term and their final letter grade at the end of the spring term. After completing the seminar, the letter grade will count for both semesters, and students will have 8 credits (or two courses) to be applied toward their major in History. The **second term** of the seminar (HIST UN3839) will count toward their specialization and can be used as one of the two seminar requirements.

Note: If students withdraw after the fall term, they will receive a Pass/Fail grade, and one course will be applied to the History major. In this event, the course will not count towards the specialization **or** as a seminar.

Sample Plans of Study

Below are some examples of possible specializations and breadth courses (see examples of completed Plan of Study forms at the end of the handbook). Majors must complete a total of 9 courses, including two seminars.

Plan 1

Specialization: Ancient Greek and Roman History

- HIST UN1010 The Ancient Greeks, 800-146 BCE
- HIST UN1020 The Romans, 754 BCE to 565 CE
- HIST UN2006 Ancient Political Theory
- HIST UN3044 Romanization (seminar)

Breadth Requirement

Removed in Time

- HIST UN2330 Europe Since 1945

Removed in Space

- HIST BC3861 Body Histories: Foot-Binding (seminar)
- HIST UN2618 The Modern Caribbean

Electives (Additional Courses)

- ANY History Course 1 (lecture or seminar)
- ANY History Course 2 (lecture or seminar)

Plan 2

Specialization: 20th Century U.S. History

- HIST BC1402 American Civilization Since the Civil War
- HIST UN2425 The Presidency Since 1945
- HIST UN2407 America Since 1960
- HIST UN3450 Histories of American Capitalism (seminar)

Breadth Requirement

Removed in Time

- HIST BC1062 Intro to the Later Middle Ages

Removed in Space

- HIST UN2760 Main Currents in African History
- HIST UN2660 Latin American Civilization I

Electives (Additional Courses)

- ANY History Seminar (to meet the 2nd seminar requirement)
- ANY History Course (lecture or seminar)

Plan 3

Specialization: Modern European History

- HIST BC 1302 Introduction to European History: French Revolution to the Present
- HIST UN2360 British History from 1867
- HIST UN2302 The European Catastrophe, 1914-1945
- HIST GU4322 German History: 1740-1914 (seminar)

Breadth Requirement

Removed in Time

- HIST UN1004 Ancient History of Egypt

Removed in Space

- HIST UN2800 Gandhi's India

- HIST UN2535 History of the City of New York

Electives (Additional Courses)

- ANY History Seminar (to meet the 2nd seminar requirement)
- ANY History Course (lecture or seminar)

Sample Plans for Cross-regional and Thematic Specializations

3-course breadth requirements set in consultation with a member of UNDED

Plan 1

Specialization: Intellectual History

- HIST UN2311 Modern European Intellectual History
- HIST UN2478 US Intellectual History, 1865-Present
- HIST GU4105 Intellectual Origins of Political Economy (seminar)
- HIST UN3384 Tocqueville and Social Theory (seminar)

Breadth Requirement

- HIST UN1010 The Ancient Greeks, 800-146 BCE
- HIST UN2671 Militarism in Latin America
- HSEA UN2338 Cultural History of Japanese Monsters

Electives (Additional Courses)

- ANY History Course 1 (lecture or seminar)
- ANY History Course 2 (lecture or seminar)

Plan 2

Specialization: Women's History

- HIST UN2106 Politics and Gender in Early Modern Europe
- HIST BC2038 Women in Modern Europe
- HIST UN2651 History of American Women, 1776-Present
- HSEA GU4886 Gender, Passions, and Social Order in China (seminar)

Breadth Requirement

- HIST UN2110 Renaissance, An Introduction
- HIST BC2321 Colonial Encounters: Europe and the Culture of Empire
- HSEA UN2869 Modern Japan, 1800-Present

Electives (Additional Courses)

- ANY History Seminar (to meet the 2nd seminar requirement)
- ANY History Course (lecture or seminar)

Plan 3

Specialization: Comparative Empires

- HIST UN23020 Roman Imperialism
- HIST UN2220 Imperial Russia, 1682-1918
- HIST UN2312 British History, 1760-1867
- HIST GU4310 Europe and the End of Empires (seminar)

Breadth Requirement

- HIST UN2103 Alchemy, Magic & Science
- HSEA UN2881 History of Modern China II
- HIST BC2567 American Women in the 20th Century

Electives (Additional Courses)

- ANY History Seminar (to meet the 2nd seminar requirement)
- ANY History Course (lecture or seminar)

UNDERGRADUATE SCHOOLS AND SPECIAL PROGRAMS

Columbia College

Columbia College students typically declare their major in the spring of their sophomore year during the time frame scheduled by the College. Declaration is done through the Center for Student Advising website. Students must consult with their College advisor to be certain all college core (as opposed to history) requirements are completed. For more information: https://www.cc-seas.columbia.edu/csa/cc_majordec/declaremajor

School of General Studies

General Studies students may declare a major or concentration by submitting a Major Declaration Form to the Office of the GS Dean of Students. A Plan of Study form should then be completed and approved by a member of UNDED. Note that unlike Columbia College, GS requires a major for graduation; a concentration alone is not sufficient. GS Declaration Forms are available in 403 Lewisohn. For more information:

<http://bulletin.columbia.edu/general-studies/undergraduates/degree-fulfillment/major/declaring-major-concentration/>

GS/JTS Dual Degree Program

Students in the JTS dual degree program may transfer up to 3 courses worth of history courses for a history major (following the normal procedures and rules for transferring credits). No more than 2 courses can be applied to the specialization, as with all other transfers of credit.

General Studies-Sciences Po joint BA Program

Soon after arrival on campus, students in the General Studies-Sciences Po joint BA program should apply with the Director of Undergraduate Studies (DUS) to transfer history coursework from Sciences Po. If approved by the DUS, Science Po history courses can be used to fulfill the departmental distribution requirements as well as requirements for the specialization within the major.

Normal departmental rules for study abroad apply, and students must follow the procedures for receiving transfer credit as outlined in the Undergraduate Handbook on page 13:

- No more than 3 courses will be granted, and no more than 2 courses in the student's specialization. Students are advised to take courses in a diversity of areas (and not only Europe) to maximize the number of transferable credits.
- Majors must fulfill the seminar requirement in history at Columbia or Barnard.
- All syllabi, written work and transcripts must be included with a transfer credit application.
- The required "Introduction to Contemporary History" can only count as a modern Europe class.

The Fu Foundation School of Engineering and Applied Science

Students can earn a minor in History by completing a minimum of 5 courses; transfer or study-abroad credits cannot be applied. There are no distribution or seminar requirements. Major and concentration requirements for students in the 4-1 and 3-2 programs with Columbia College are the same as those for Columbia College.

School of Professional Studies

Requirements for students in the Second Majors Program are the same as those for students in Columbia College.

WHAT COUNTS AS A HISTORY COURSE

The following count as History courses:

- Courses in the History Departments of both Columbia and Barnard.
- Courses from other departments accepted by the History Department of Columbia (found in the “Courses” section of the department’s website and in the “Cross-Listed” course listings in the online bulletin: <http://tinyurl.com/cuhistcourses>).
- *History Department* courses used to fulfill the CC/GS Global Core or the GS Cultural Diversity Requirements (e.g., HIST UN2660/2661, Latin American Civilization I/II).
- Certain courses originating outside the Department taught by affiliated faculty members. **When taught by History professors or affiliated faculty members, these can include:** African Civilizations (AFCV UN1020), East Asian Civilizations: China (ASCE UN1359), East Asian Civilizations: Japan (ASCE UN1361), and East Asian Civilizations: Korea (ASCE UN1363). *Note that if a History faculty member or affiliate is not the instructor, the course does not count towards the major or concentration.* For a list of affiliated faculty members teaching such courses, please visit the department’s website.
- A history course (and only one) taken Pass/Fail during the **first term only** (e.g., your first history course). With the exception of the first semester of the Senior Thesis Seminar, courses taken Pass/Fail after the first term will **not** count toward the major or concentration.
- Up to the equivalent of 3 courses taken through study abroad programs, with up to 2 courses counting for the specialization. These will be evaluated according to syllabi and written work for those classes.
- Graduate courses taught by History Department faculty.

The following do NOT count as History courses:

- Advanced Placement courses from High School or British A-levels. Students may receive 3 credits toward the Columbia degree for a score of 5 on the AP European History exam or the AP United States History exam. No points count toward the History major or concentration or fulfill any requirements in the major or concentration.
- Any course in which students have earned a D or lower.
- Any history course taken Pass/Fail, unless it is the first one-term history course taken or the first semester of the Senior Thesis Seminar.
- Courses counted toward the requirements of another major or concentration.

When in doubt, ask a member of UNDED or the Undergraduate Administrator if a course counts.

WHAT COUNTS AS A SEMINAR

The following count as seminars:

- Any 3000 or 4000-level history seminar offered by the Columbia or Barnard History Departments, or any course specifically listed as fulfilling the seminar requirement among seminar offerings
- For the two-term Senior Thesis Seminar (HIST UN3838/3839): one term counts as a seminar (normally within the specialization) while the other counts as another course for the History major (but not within the specialization). Note: HIST UN3838/UN3839 is available to **majors** only
- Ordinarily, graduate courses in history count toward the seminar requirement

The following do NOT count as seminars:

- Independent-study senior thesis projects (HIST UN3840 or 3841) written in one term
- Supervised Individual Research (HIST UN3951/3952)
- Seminars taken abroad or at other institutions

ADVISORS

Undergraduate Education Committee (UNDED)

The Undergraduate Education Committee (UNDED) is comprised of 6-10 faculty members from a range of specialties. In addition to approving Plan of Study forms, all members of UNDED are ready to help undergraduates by clarifying requirements for the major or concentration, directing students toward appropriate courses, and simply discussing students' experiences. Typical questions concern course choice and choice of specialization, independent research, and the senior thesis. UNDED members hold office hours during the fall and spring terms. We do not assign individual advisors; students may see any member of UNDED for advising concerns.

As membership of UNDED changes from year to year, please consult the department's website for an up-to-date roster. A student working with a faculty member who is not currently a member of UNDED must still consult with an UNDED member regarding the yearly Plan of Study form.

Undergraduate Administrator (UA)

The Undergraduate Administrator assists students with many of the same questions that fall under UNDED's purview. The Undergraduate Administrator also keeps students informed of program deadlines, department events, the seminar application process, new courses, fellowships, and other matters of interest to majors and concentrators. If you have recently declared the major or concentration, you may contact the UA in order to be included in departmental emails (sjm2206@columbia.edu).

Director of Undergraduate Studies (DUS)

The Director of Undergraduate Studies oversees the undergraduate program and serves as the Chair of UNDED. The DUS makes final decisions on all matters concerning the major or concentration. The DUS determines what transfer and study abroad courses can be applied to the major, as well as whether courses outside the Department can count toward the major.

Undergraduate History Council

The Undergraduate History Council (UHC) is a group of undergraduate representatives for history majors and concentrators. In addition to serving as student advisors to UNDED, they engage in a number of independent activities intended to improve undergraduates' educational experiences in the department. UHC members act as peer advisors for fellow students, organize events (such as informal discussions with faculty), and award prizes to teaching assistants. UHC applications are available in the fall semester and will be sent out by the UA. Prospective candidates can also contact the UHC for information at cuhc@columbia.edu.

PROCEDURES

Plan of Study Form. In the fall of the junior and senior years, majors and concentrators must fill out a **Plan of Study** form (with the exception of those studying abroad in the fall term). This form is available in the back of this handbook, in the department office (413 Fayerweather) and on the department's website. On the Plan of Study form, students declare their specialization, plan their courses for the year (though these may change), and ensure that they are meeting the requirements of their program. Students must meet with a member of UNDED to review these forms, then file their signed Plan of Study forms with the Undergraduate Administrator.

The deadline for filing this form is normally at the end of **October**. In **March**, graduating seniors must submit an updated Plan of Study form reviewed by UNDED if any changes were made. The Plan of Study form will be compared against the transcript to certify students for graduation. **Seniors who fail to complete the form and/or submit updates can end up short of fulfilling requirements and may delay or prevent graduation.**

Independent Study. Students may arrange independent study courses with individual members of the faculty. In the semester before enrolling in a course, the student must find a faculty sponsor and submit a proposal to the Director of Undergraduate Studies (DUS) and the Undergraduate Administrator (UA) along with evidence of the sponsor's consent. **The proposal is due by August 1 for the fall term or December 1 for the spring term.** The UA will assist approved students with registration. An independent study course is distinct from an independent *senior thesis* course (which requires an application that is available on the thesis section of the department's website), but the deadlines are the same. These courses cannot fulfill the seminar requirement.

Seminar Applications. Seminars are fundamental to the undergraduate History major. They allow students to develop research and writing skills under close supervision of a faculty member. Seminars are normally capped at 15 students, and students are often required to receive permission from the instructor before joining. Some seminars also require students to apply with the department. The Columbia and Barnard History Departments offer about twenty-five seminars each term that majors may use to meet their seminar requirements. There are more than enough slots available in the seminars to meet the needs of our majors seeking to fulfill the two-seminar requirement, but registration for a given seminar is not always guaranteed.

Students should discuss with UNDED their various options for completing the seminar requirement. Seminar applications (for those courses which require them) are usually due in March for the fall semester and in October for the spring semester. History majors and concentrators are regularly notified through email of any changes to the application processes. Students majoring in other fields or who have not yet declared a major can check the seminar section of the department's website or contact the office for updates on procedures. *Note that applications for the Senior Thesis Seminar follow a different procedure and have a different due date*

which are advertised to junior History majors and on the department's website. Please see: <http://history.columbia.edu/undergraduate/thesis.html>.

Credits from Other Universities (Transfer Credits/Study-Abroad Credits). Transfer credits are credits students have earned at an accredited college in the United States. Study abroad credits are credits earned at approved programs outside the United States. The department has a single set of procedures and requirements for both types of credit. Credit toward the major or concentration is given only for transfer or study-abroad courses taken for a letter grade. Majors may apply a maximum of 3 courses toward the major, no more than 2 of which may be applied toward the specialization. One exception exists to this rule: students may receive credit for up to 4 History courses for a full year of study abroad at Oxford or Cambridge University. Concentrators may apply a maximum of 2 transfer or study-abroad courses toward the concentration, no more than 1 of which may be applied toward the specialization. Transfer or study-abroad courses may be used to fulfill the breadth requirements. Majors should keep in mind that seminar requirements must be fulfilled in the History Departments of Columbia or Barnard.

Students wishing to have transfer or study-abroad credits applied to the major or concentration must first receive approval from Columbia College or General Studies. Credits that do not receive CC or GS approval will not be reviewed by the Department. **Once university approval has been obtained, students should bring the materials listed below to the Undergraduate Administrator.** The DUS will review the materials and make a determination about credit. Please be sure to provide the following:

- A copy of your Columbia transcript showing that you have received university credit
- A copy of your transcript from the other institution
- A copy of the syllabus for any course you wish to have considered for history credit
- Available coursework from the courses, such as papers or exams
- A completed Addendum for Transfer Credits and Study Abroad Credits (please see page 22 or the "Study Abroad" section of the Department website for this document)
- An updated Plan of Study Form

STUDY ABROAD

History majors and concentrators may choose to study abroad as part of their undergraduate education. This is typically done during the junior year for one term. A period of study overseas offers history students excellent opportunities to develop language skills as well as begin research projects that may be developed into a senior thesis. Members of UNDED will be happy to discuss your plans and how they fit both with your intellectual goals and with the requirements of your program. The University has direct ties to programs of study in several countries, including Reid Hall in Paris, the Oxford/Cambridge Program in Great Britain, Kyoto University in Japan, and the Berlin Consortium at the Freie Universität in Berlin. Study at other overseas universities must be approved by the College (not the Department) in advance, although students are strongly advised to discuss their program with a member of UNDED before leaving the United States. A list of approved study abroad programs is available on the [Office of Global Programs website, https://columbia.studioabroad.com](https://columbia.studioabroad.com).

The exact number of study-abroad courses that may be applied toward the major or concentration depends on the program and is determined only after the student returns to Columbia. Majors may apply a maximum of 3 courses toward the major, no more than 2 of which may be applied toward the specialization. One exception exists to this rule: students may receive up to 4 courses for a full year of study abroad studying History at

Oxford or Cambridge University, no more than 3 of which may be applied toward the specialization. Concentrators may apply a maximum of 2 transfer or study-abroad courses toward the concentration, no more than 1 of which may be applied toward the specialization.

Before your departure: Consult a member of UNDED before your departure. This is especially important if you are going abroad for your entire junior year. Members of UNDED may be able to give you a preliminary indication of which courses will be likely to count toward your requirements. However, remember that only the DUS can approve the courses and only after you have returned with the documentation listed in the previous section. Provide your study-abroad contact information to the Undergraduate Administrator.

While you are abroad: E-mail the Undergraduate Administrator with any questions or concerns that may arise. Keep all your syllabi, notes, written work, and any and all written evaluations you receive, to aid the DUS in evaluating your coursework. If evaluations are typically given orally, ask about the possibility of a written version of the evaluation.

Upon your return: Follow the procedures for evaluation of transfer and study-abroad credits described in the previous section.

DEPARTMENTAL HONORS

UNDED awards departmental honors on the basis of a high grade point average in a challenging mix of history courses (at least 3.6) as well as an excellent senior thesis. The committee also takes into account the depth and breadth of the program of study for each honors candidate. Normally, no more than 10% of graduating majors receive Departmental Honors. Please see:

<https://www.college.columbia.edu/academics/awards/academichonors>

SENIOR THESIS (MAJORS ONLY)

History majors have the option of writing a senior thesis over one or two terms. This process involves original research, normally with extensive use of primary materials. The department encourages students with a strong interest in a particular subject to consider a thesis and strongly advises all students considering an academic career to write one. Many students find the senior thesis the most rewarding academic experience of their undergraduate career.

Students are advised to begin thinking about whether they wish to write a thesis, and about possible topics by the start of junior year. UNDED holds an organizational meeting for juniors who are curious about writing a senior thesis in the spring term.

With some prior planning, it is possible to gain access (whether through travel or through inter-library loan) to sources not available at Columbia. Many students begin thesis research the summer before their senior year; others are able to do original research while studying abroad as juniors. It is quite possible to research and write a fine thesis during the senior year, using only sources available in the New York area. Columbia College and the School of General Studies grant research funds for thesis writers in the fall semester of senior year. The department keeps thesis writers informed of the application process.

Theses ought to be between 13,000 and 17,000 words. Determinations of honors rest on quality, not length. Verbosity and diffuseness work against the awarding of honors and prizes.

A thesis is required—but not sufficient—for a student to receive departmental honors.

A thesis is normally written in the year-long Senior Thesis Seminar, HIST UN3838/3839. Students interested in taking a Senior Thesis Seminar must submit an application by the announced deadline in the preceding spring semester, normally in late March or early April. Students with extenuating circumstances, such as study abroad in the fall of senior year, may enroll in a thesis seminar for only one semester with permission from the DUS.

All students registered in the year-long Senior Thesis Seminar will receive a “YC” (year course) grade at the end of the fall term and their final grade at the end of the spring term. After completing the seminar, this grade will count for both semesters, and students will have 8 credits (or two courses) to be applied toward their major in History. The **second term** of the seminar (HIST UN3839) will count toward as a seminar in the specialization.

Note: If students withdraw after the fall term, they will receive a Pass/Fail grade, and 4 credits (or one course) will be applied to the History major. In this event, the course will not count toward their specialization and cannot be used to fulfill one of the two seminar requirements.

Alternatively, students who wish to work with a member of the department on an individual basis may register for a one- or two-term independent senior thesis section for 2-4 credits per term (HIST UN3840/3841). If you wish to pursue this option, you should identify an appropriate supervisor in the term before you begin the thesis. A short proposal, approved by the supervisor, should be forwarded to the Director of Undergraduate Studies before the beginning of the thesis term: **by August 1 for the fall term and December 1 for the spring term**. After receiving approval, please contact the Undergraduate Administrator regarding registration. If both terms of HIST UN3840-41 are completed, only the second term can be used to fulfill the seminar requirement (with DUS approval). Independent theses written in one term cannot fulfill the seminar requirement.

Theses are read and graded by the thesis advisor. All theses are also read by faculty Second Readers chosen by students in consultation with the senior thesis instructor. Students will receive formal written comments from their Second Reader.

PRIZES AND FELLOWSHIPS

Undergraduate Fellowships and Thesis Funding

Summer Research Fellowship. A department sponsored stipend awarded to three history majors or concentrators; graduating seniors are not eligible. Selected students have the opportunity to support a faculty member with his or her summer research projects. The stipend is paid in two installments: the first after the initial meeting between the student and their faculty advisor, and the second upon completion of the summer research goals. Information on how to apply is announced to eligible majors and concentrators in early spring, and the submission deadline is normally in April.

Edwin Robbins Summer Research Fellowship. A stipend awarded by Columbia College to two CC junior history majors for summer research on a senior thesis project. After obtaining the support of a faculty member willing to supervise a research project, applicants should submit a research proposal following the guidelines established in the application; the announced deadline is normally in mid-April. As the fellowship may not be

given out every year, please check with the Undergraduate Administrator before applying. For more information, please check the “Thesis” page of the History Department website.

President’s Global Innovation Fund. A grant awarded to rising seniors who will be using European archives to write a senior thesis. Proposals are usually due at the end of March. Please consult the “Thesis” page of the department website for an application.

CC/GS Thesis Funding. Columbia College and General Studies offer seniors grants to defray the costs associated with thesis writing. Please consult the “Thesis” page of the department website for application links.

Undergraduate Prizes in History (awarded to Senior Thesis writers)

- **Charles A. Beard Prize:** Given by the Department for a senior thesis of distinction in any historical field or period.
- **Garrett Mattingly Prize:** Given by the Department for a senior thesis of distinction in any historical field or period.
- **Lily Prize:** Given by the Department for the best senior thesis in history on a non-U.S. topic. Established by James P. Shenton in memory of his mother.
- **Herbert H. Lehman Prize for Excellence in History:** Given to a General Studies student with an outstanding record of accomplishment in history courses at Columbia. Preference given to those with substantial coursework in U.S. History.
- **Chanler Historical Prize:** Given by the College for the best essay submitted by a senior on a topic dealing with the history of the American civil government.
- **Albert Marion Elsberg Prize:** Given by the College for a sophomore, junior, or senior who has demonstrated excellence in modern history.
- **Alan J. Willen Memorial Prize:** Given by the College and awarded by the Departments of History and Political Science for the best seminar paper on a contemporary American political problem.

Other Prizes of Interest

The following prizes are not administered by the Department of History. Queries concerning these prizes should be directed to the Office of the Dean of Academic Affairs, Columbia College (208 Hamilton).

- **Carl B. Boyer Prize in the History of Science:** For the best essay on any topic in the history of science or mathematics.
- **Dino Bigongiari Prize:** For a senior who has written an outstanding essay on Italian civilization or whose work in regular Italian courses is judged to be most worthy of distinction.
- **Dean Hawkes Memorial Prize:** For the junior who is judged to be most deserving on the basis of work in the humanities.
- **Helen and Howard R. Marraro Prize:** For an undergraduate of high academic distinction and promise in an area of study concerned with Italian culture.
- **Peter M. Riccio Prize:** For a student who is not a native speaker of Italian but has an excellent record in the study of some aspect of Italian culture.
- **Tarakanth Das Foundation Award:** For a student in the College for excellence in Asian studies.

GUIDELINES FOR PAPERS

Footnoting and Bibliographical Style

Good practice in citing sources in history papers calls for footnotes (or endnotes) and bibliographies. Consistency of style is essential, though the department has no required particular style; instructors have the last word in what is appropriate for their courses. On the whole the History Department advises that you follow *The Chicago Manual of Style*, 16th ed. Chicago, Chicago University Press, 2010 (online at <http://www.columbia.edu/cgi-bin/cul/resolve?clio6042885>). We urge you to develop good habits in citing authorities for history papers along the general guidelines outlined below.

Footnotes are preferred to in-text citations. In this respect, history differs from most science, social science and some humanities disciplines. Short essays with only a few well-identified sources may simply employ in-text citations, for example: (Smith, 34), but longer essays should use full footnotes and include a bibliography.

In footnotes, authors' names are arranged in normal order with given names first, followed by family names, e.g. Fredrick Flintstone and Barnaby Rubble, *Of Rocks and Dinosaurs*. The first footnote for a given source should contain all information for that source, while subsequent ones may be shortened.

Below are footnotes from a hypothetical research paper about The New York Times and reports from Moscow and Hanoi by the correspondent and writer Harrison Salisbury, as an example:

1. Gay Talese, *The Kingdom and the Power*, 2nd ed. (New York: Ivy Press, 1992): 501.
2. Richard F. Shepard, *The Paper's Papers: A Reporter's Journey through the Archives of the New York Times* (New York: Times Books, 1996): 100.
3. Harrison Salisbury, *'Without Fear or Favor': The New York Times and its Times* (New York: Times Books, 1996): 13.
4. Salisbury, *A Journey for Our Times: A Memoir* (New York: Harper & Row, 1983): 323.
5. Shepard, *Paper's Papers*, 178.
6. Salisbury, *Journey*, 15.
7. Mark A. Lawrence, "Mission Intolerable: Harrison Salisbury's Trip to Hanoi," *Pacific Historical Review* 75 (August 2006): 430.
8. Susan E. Tifft and Alex S. Jones, *The Trust: the Private and Powerful Family behind the New York Times* (Boston: Little Brown, 1999): 630.

In footnotes containing repeated citations of the same source, current practice prefers the author's last name and page. If you cite multiple works by the same author, use a shortened version of the title, such as Salisbury, *Journey*, followed by a page number, as shown above. The older forms of citation, *ibid.* and *loc. cit.* are no longer used.

Bibliographies are arranged alphabetically by authors' last names. For titles with multiple authors, the family name of the *first* author comes first, and subsequent authors are listed in normal order, e.g. Flintstone, Frederick and Barnaby Rubble, *Of Rocks and Dinosaurs*.

Below is a hypothetical bibliography to accompany the preceding notes, as an example:

Lawrence, Mark A. "Mission Intolerable: Harrison Salisbury's Trip to Hanoi." *Pacific Historical Review*, 75 (August 2006): 429-458.

Salisbury, Harrison. *A Journey for Our Times: A Memoir*. New York: Harper & Row, 1983.

____. *'Without Fear or Favor': The New York Times and its Times*. New York: Times Books, 1996.

Shepard, Richard F. *The Paper's Papers: A Reporter's Journey Through the Archives of the New York Times*. New York: Times Books, 1996.

Talese, Gay. *The Kingdom and the Power*. 2nd ed. New York: Ivy Press, 1992.

Tiftt, Susan E. and Alex S. Jones. *The Trust: the Private and Powerful Family behind the New York Times*. Boston: Little Brown, 1999.

Footnotes to websites. Give author, title, URL address, <date posted> and (date accessed). For example: Harry Hopkins, Work Relief Administration Press Conference, 11 June 1934, New Deal Network, <http://newdeal.feri.org/workrelief/hop06.htm>, <posted 7/14/02> (accessed 8/23/05).

Developing Your Own Voice

As teachers of history, we want students to develop their own ideas and the ability to express them. A distinctive voice is one of the most important things a college education can give you. Studying history is an excellent way to develop your voice. Contrary to popular belief, history is not just a series of dates and facts without argument or analytical framework. History involves reflection about past events, the people involved, their causes, and their significance. No history professor wants a student simply to repeat what he or she has read or been told. They want to see students consider the issue at hand and reframe it in a creative way. Originality draws upon ideas and information from other sources but requires that you put them together in a novel, distinctive, and coherent way.

Proper citation allows you to separate what you know and think from what others have said, so that readers can appreciate the power of your ideas. It reveals where you got your information and enables your readers to trust you as a reliable writer. All scholarship depends on that trust. Without good citations that can be traced to the sources you have used, your work is something else: fiction, propaganda, lies, deception, or fantasy. For your citations to be effective, you have to know when to use them. You don't have to use them for widely known facts (example: "George Washington was the first president of the United States."). You must cite when you put lesser-known information into your paper (the population of the U.S. in 1800, say), or use someone else's words, ideas, or analytical framework. The citation lets you show the reader that you have done your research and marks those findings from your own thoughts and interpretations of that research. It also lets readers verify and follow up on your claims. Without citations, your voice and credibility gets lost.

ACADEMIC HONESTY

Plagiarism means passing off someone else's ideas, research, words, or analytical frameworks as your own, intentionally or not. It is intellectual theft. Many examples of plagiarism are flagrant and obvious, if increasingly common: copying, purchasing, or stealing someone else's paper and turning it in as your own; copying out a whole section directly from a book, an article, or off the Internet and putting it into your paper without showing its source; or including important facts or data without citing a source as if you compiled them yourself. Often plagiarism is unintentional or unconscious. For example, you may like what a source says and actually quote a

sentence from it directly and put a footnote to the source, which would not be considered plagiarism. But if you continue to paraphrase or summarize more from the same source without another footnote acknowledging that you are still drawing on that source, you will be misleading the reader into thinking that the author's ideas are your own.

Frameworks

If you borrow someone else's analytical framework without telling the reader, you are still unjustly passing off someone else's work as your own. So, for example, if you read an article by Arthur Finkelstein where he claims "There are two forms of nationalism in China: ethnic and religious," you cannot simply repeat this in your paper without attribution. You have to say, "According to Finkelstein, Chinese nationalism comes in two forms. One is ethnic. The other is religious." And then provide a footnote. You can use his framework to help make sense of the material in question, but you must be clear that you are doing so. Giving credit does not make you less original or intelligent. Writers of all sorts give credit all the time. You just have to be clear about it. Otherwise you are committing plagiarism. Good history is a collective enterprise: it builds on the work of earlier scholars and furnishes a basis that future scholars will use as their point of departure. Yes, we see farther than our predecessors did, but without their work to support us, our understanding would be extremely limited. Quotations and citations acknowledge your debt to earlier scholars and illustrate how you are building on their ideas. For this reason, it is important to keep quotations brief and to make sure that they illustrate a point of yours. Just presenting long quotations from important scholars, even if you agree with everything they say, does not let your reader understand your thinking or advance your argument. You must render your claims in your own words and let the reader understand why you agree with a particular interpretation.

When you write a paper, you become part of this collective enterprise of history writing. Taking advantage of the work of previous scholars means you're in the fortunate position of not having to re-invent the wheel. Your voice adds to the discussion that keeps the common stock of knowledge growing. Make sure your reader can see it.

Note-taking

A number of students, and even the occasional professional historian, have been caught plagiarizing because they took disorganized notes. Be careful when doing your research. Remember that the main goal is not just to absorb the information but also to distinguish your ideas from those of the source--even when you agree with it. If you are copying down a whole passage, include the quotes and note the page number. You can also write down whatever ideas come to you while you are reading the source, but be sure to distinguish these from what you are copying out of the source itself. You can put the thoughts in parentheses, or in a different script, or on a different part of the page. Figure out a notational system that makes sense to you and be consistent with it. If you are taking notes on a computer, keep them in a separate file from your paper.

The History Department treats issues of academic integrity on a case-by-case basis. You should be aware of the Columbia University plagiarism policy (<http://www.college.columbia.edu/bulletin/universypolicies.php#plagiarism>). Note that it says: "[A]cademic dishonesty is one of the most serious offenses that a student can commit at Columbia. It is punishable by suspension or dismissal from the College."

If you want to learn more about plagiarism, or test your knowledge, please review this online tutorial (<http://www.lib.usm.edu/legacy/plag/plagiarismtutorial.php>).

Department of History – Plan of Study Form

Please fill out this form prior to meeting with an UNDED advisor

Student Information	
Name:	___ Columbia College ___ General Studies ___ Other (please specify) _____
Local Address:	___ Sophomore ___ Junior ___ Senior
Local Phone:	___ Major ___ Concentrator
Columbia E-mail:	2 nd Major/Concentration in:

Requirements	MAJORS	CONCENTRATORS
Courses in History	9 courses	7 courses
Specialization	4 courses	3 courses
Breadth Requirement	3 courses outside specialization: 1 removed in time & 2 removed in space	2 courses outside specialization: 1 removed in time & 1 removed in space
Seminar Requirement	2 seminars, at least 1 in specialization	None

Specialization

The field should be defined, in consultation with a member of UNDED, according to geographical, chronological, and/or thematic criteria. A student might choose, for example, to specialize in “20th Century US History,” “European Diplomatic History,” “Ancient Roman History,” or “Korean and Japanese History.”

Breadth Requirement

Majors and concentrators must also fulfill a breadth requirement by taking courses outside of their specialization. Majors must take 3 breadth courses and concentrators must take 2. This requirement has two parts: time and space.

Time: Majors and concentrators must take at least one course specifically covering a time period far removed from their specialization. Students specializing in the modern period must take at least one course in the pre-modern period. Students specializing in the pre-modern period must take at least one course in the modern period. History courses cover a wide range of geographic fields, and the course used for the chronological breadth requirement can be in any geographic region. However the course must focus on a drastically different time period if the region remains the same. For example, a student specializing in Modern European History could **not** take a course in Early Modern European History for the pre-modern requirement and would need to take something further removed, such as Ancient Greek History or Early Chinese History.

Space: Majors must take at least two additional courses in regional fields removed from their chosen specialization. A student specializing in some part of Europe must take two courses in Africa, East or South Asia, Latin America/Caribbean, Middle East, and/or the U.S. **These courses must also cover two different regions.** Concentrators must take one geographic breadth course. If a course covers multiple geographic regions: if one of the regions involves the student’s specialization, then the course cannot count toward the breadth requirement unless it is specifically approved by the DUS. For example, a student specializing in “20th Century U.S. History” cannot count a class that examines World War II in a global perspective towards the breadth requirement.

Thematic Specializations: Students with thematic or cross-regional specializations will have their breadth requirements modified, if necessary, in consultation with a member of UNDED.

For more information about the requirements and for examples of acceptable programs of study, please see the Undergraduate Handbook.

Specialization: _____

Please do not list courses for which you have received insufficient grades (D or lower, and P/F grades in most instances).

DEPT Code	Course Code	Course Title	Term	Instructor	Completed?
Ex: HIST	UN1010	Ancient Greek History	F'15	Richard Billows	yes

Breadth Requirements

Removed in Time

DEPT Code	Course Code	Course Title	Term	Instructor	Completed?

Removed in Space

DEPT Code	Course Code	Course Title	Term	Instructor	Completed?

Additional Courses

DEPT Code	Course Code	Course Title	Term	Instructor	Completed?

TOTAL OVERALL COURSES (9 for majors; 7 for concentrators): _____

Seminar Requirement (from the courses listed above, for majors)

Seminar in Specialization: _____

Second Seminar: _____

UNDED Notes:

UNDED Signature: _____ **Date:** _____

Plan of Study Form: Addendum for Transfer Credits and Study Abroad Credits (History Department)

Name: _____ CU Email: _____

Institution at which these courses were taken: _____

Dates studied at this institution: *Ex: F'16-S'17* _____

Majors: No more than 3 courses can be applied towards the major (and up to 2 for the specialization).

Concentrators: No more than 2 courses can be applied to the major (and only 1 to the specialization).

Course #	Course Title	Term	Completed?
_____	_____	_____	<input type="checkbox"/>

Approved by DUS? _____

Course #	Course Title	Term	Completed?
_____	_____	_____	<input type="checkbox"/>

Approved by DUS? _____

Course #	Course Title	Term	Completed?
_____	_____	_____	<input type="checkbox"/>

Approved by DUS? _____

Course #	Course Title	Term	Completed?
_____	_____	_____	<input type="checkbox"/>

Approved by DUS? _____

Course #	Course Title	Term	Completed?
_____	_____	_____	<input type="checkbox"/>

Approved by DUS? _____

TOTAL NUMBER OF CLASSES APPROVED: _____

DUS Signature: _____ Date: _____

Samples of Completed Plan of Study Forms

Specialization: Ancient Greek and Roman History

(4 courses for majors; 3 courses for concentrators)

DEPT Code	Course Number	Course Title	Term	Instructor	Completed
HIST	UN1010	<i>The Ancient Greeks, 800-146 BCE</i>	F '12	R. Billows	X
HIST	UN1020	<i>The Romans, 754 BCE to 565 AD</i>	S '12	M. Maiuro	X
HIST	UN2006	<i>Ancient Political Theory</i>	S '11	R. Billows	X
HIST	GU4044	<i>Romanization</i>	F '11	M. Maiuro	X

Breadth Requirements

Removed in Time

DEPT Code	Course Number	Course Title	Term	Instructor	Completed
HIST	UN2330	<i>Europe Since 1945</i>	F '11	V. De Grazia	X

Removed in Space

DEPT Code	Course Number	Course Title	Term	Instructor	Completed
HIST	BC3861	<i>Body Histories: Foot Binding</i>	S '13	D. Ko	
HIST	UN2618	<i>The Modern Caribbean</i>	S '12	N. Lightfoot	X

Additional Courses

DEPT Code	Course Number	Course Title	Term	Instructor	Completed
HIST	UN2014	<i>Greece in the 5th Century BCE</i>	S '12	R. Billows	X
HIST	UN3024	<i>The Golden Age of Athens</i>	S '13	R. Billows	
HIST	UN2001	<i>Roman World in Late Antiquity</i>	SU '10	G. Ruffini	X

TOTAL OVERALL COURSES (9 for majors; 7 for concentrators): 10

Seminar Requirement (Majors only) *From the courses listed above:*

Seminar in Specialization: HIST GU 4044 Romanization

Second Seminar: HIST BC 3861 Body Histories: The Case of Foot Binding

UNDED Notes:

UNDED Signature: _____ Date: _____

Specialization: Intellectual History

(4 courses for majors; 3 courses for concentrators)

DEPT Code	Course Number	Course Title	Term	Instructor	Completed
HIST	UN2311	Modern European Intellectual History	S '14	S. Moyn	X
HIST	UN2478	US Intellectual History, 1865-Present	F '14	C. Blake	X
HIST	UN3105	Intellectual Origins of Political Economy	F '13	P. Force	X
HIST	UN3839	Senior Thesis Seminar	S '16	W. Leach	X

Breadth Requirements

Removed in Time

DEPT Code	Course Number	Course Title	Term	Instructor	Completed
HIST	UN1010	The Ancient Greeks, 800-146 BCE	F '15	R. Billows	X

Removed in Space

DEPT Code	Course Number	Course Title	Term	Instructor	Completed
HSEA	UN2338	Cultural History of Japanese Monsters	F '14	G. Pflugfelder	X
HIST	UN3659	Crime in Latin America	S '16	P. Piccato	X

Additional Courses

DEPT Code	Course Number	Course Title	Term	Instructor	Completed
HIST	UN2901	Historical Theories and Methods	S '15	M. Jones	X
HIST	UN3838	Senior Thesis Seminar	F '15	W. Leach	X

TOTAL OVERALL COURSES (9 for majors; 7 for concentrators): 9

Seminar Requirement (Majors only) *From the courses listed above:*

Seminar in Specialization: HIST UN3105 Intellectual Origins of Political Economy
 Second Seminar: HIST UN3659 Crime in Latin America

UNDED Notes:

UNDED Signature: _____ **Date:** _____

Specialization: Comparative Empires

(4 courses for majors; 3 courses for concentrators)

DEPT Code	Course Number	Course Title	Term	Instructor	Completed
HIST	UN2020	Roman Imperialism	F '06	W. Harris	X
HIST	UN2220	Imperial Russia, 1682-1918	F '09	R. Wortman	X
HIST	UN2312	British History, 1760-1867	F '10	E. Winter	X
HIST	GU4310	Europe and the End of Empires	S '08	M. Connelly	X

Breadth Requirements

Removed in ~~Time~~ Methodological Approach [see remarks below]

DEPT Code	Course Number	Course Title	Term	Instructor	Completed
HIST	BC2103	Alchemy, Magic, and Science	F '10	P. Smith	X

Removed in Space

DEPT Code	Course Number	Course Title	Term	Instructor	Completed
HSEA	UN3881	History of Modern China II	S '11	E. Lean	
HIST	UN2800	Gandhi's India	F '10	J. Bakhle	X

Additional Courses

DEPT Code	Course Number	Course Title	Term	Instructor	Completed
HIST	UN2901	Historical Theories and Methods	S '09	M. Jones	X
HIST	GU4450	Histories of American Capitalism	F '09	J. Wolff	X
HSEA	UN2338	Cultural History of Japanese Monsters	S '11	G. Pflugfelder	

TOTAL OVERALL COURSES (9 for majors; 7 for concentrators): 10

Seminar Requirement (Majors only) *From the courses listed above:*

Seminar in Specialization: HIST GU4310 Europe and the End of the Empire

Second Seminar: HIST GU4450 Histories of American Capitalism

UNDED Notes:

Because of chronological sweep of thematic specialization, the breadth requirements should be modified to:

- 1) instead of remote in space, one course profoundly different in methodological approach
- 2) two courses remote in space

UNDED Signature: _____ Date: _____