

INTERNATIONAL STUDENT

Procedures and Requirements

for the

Master of Arts in Communication

Degree

Department of Communication and Dramatic Arts

Central Michigan University

2015 – 2016

**DEPARTMENT OF COMMUNICATION AND DRAMATIC ARTS
PROCEDURES AND REQUIREMENTS
FOR THE M.A. DEGREE IN COMMUNICATION**

The Department of Communication and Dramatic Arts, housed in the College of Communication and Fine Arts, comprises two Areas: **Communication (COM)**; and **Theatre, Interpretation and Dance (TID)**. An Area Coordinator is the head of each Area. The Chairperson of the Department of Communication and Dramatic Arts directs the two Areas.

Admission Requirements

The Department of Communication and Dramatic Arts expects the graduate student to meet the following requirements at the time of application: 1) an overall grade point of 2.7; 2) or an overall grade point of 3.0 in the last sixty (60) semester hours of undergraduate credit; and 3) a grade point average of 3.0 or higher in the last fifteen (15) semester hours of Communication courses, or related courses.

Students who do not satisfy the above requirements may be granted Conditional Admission. In such a case, the student may petition for Regular Admission upon the completion of 10 or more graduate credits with an overall grade point average of 3.0 or higher in these courses. All or a portion of these hours may be counted toward the M.A. degree requirements. The student's advisor will make the decision of which hours may be counted toward the M.A. degree requirements.

Students who have undergraduate deficiencies may petition for Regular Admission upon satisfactory completion of a sufficient number of hours to compensate for this deficiency. These hours should be selected in consultation with the student's advisor; however, these hours will not be counted toward the M.A. degree requirements.

Procedure for Application

Students must apply to the College of Graduate Studies for admission to the M.A. in Communication at Central Michigan University. Students interested in an assistantship should obtain an application from the Communication and Dramatic Arts Department's website: <http://www.cda.cmich.edu>. Materials are available from the addresses below:

Dr. Kirsten Weber, Director of Graduate Studies
Communication and Dramatic Arts Dept.
Moore Hall 333
Central Michigan University
Mount Pleasant, MI 48859

Graduate Admissions
College of Graduate Studies
100 Foust Hall
Central Michigan University
Mount Pleasant, MI 48859

General information on the Department of Communication and Dramatic Arts and the College of Graduate Studies can be obtained from the College of Graduate Studies' website at: <http://www.grad.cmich.edu>.

Additional information on the M.A. in Communication can be obtained from:
Dr. Kirsten Weber, Director of Graduate Studies, (989) 774-6673 or weber2km@cmich.edu

Appointment of Academic Advisor

Upon a student's initial acceptance to the graduate program, the Director of Graduate Studies will be assigned as his/her temporary academic advisor. At the time of a graduate student's matriculation, the Director of Graduate Studies will assign an academic graduate advisor. Graduate students should contact their academic advisors to discuss their interest(s) and the program of graduate studies in Communication. An Authorization of Graduate Degree Program form must be submitted to the College of Graduate Studies during the third semester of graduate work. A change in advisor or proposed course work may be made at any time by completing a "Change in Authorization of Graduate Program" form and submitted to the CDA main office.

Selection of Thesis Advisor/Committee Members

The student's thesis advisor may or may not be the same faculty member who serves as a student's academic advisor. Thesis advisors may be selected on the basis of: 1) a common interest with the student; 2) methodological orientation; 3) personal relationship; 4) the faculty member's number of current advisees, etc. The student and the thesis advisor will select at least two additional faculty members to serve on the student's thesis committee. Upon selecting a thesis chair and two thesis committee members, the "Thesis Committee Selection Form" must be completed and submitted to the CDA main office.

Curricular Requirements

The student's program of study will consist of at least 27 hours of course work and either a thesis (6 credit hours) or comprehensive exam. Those choosing the comprehensive exam option must also complete six credit hours of additional coursework (electives). All students are required to complete a thesis with an oral defense OR a comprehensive exam in order to graduate with an M.A. in Communication.

1. Thesis Option

Types of Theses: Students selecting the thesis option choose (in consultation with his/her thesis advisor) to complete either a Traditional Research Thesis or an Applied Research Thesis. A Traditional Research Thesis consists of an original piece of research that makes a contribution to the discipline's theoretical or conceptual knowledge of communication. An Applied Research Thesis consists of an original piece of research that makes a contribution to our knowledge of communication practices either in a general sense or within a particular client organization. The specific requirements for both a Traditional Research Thesis or an Applied Research Thesis will be provided to the student during COM 600: Introduction to Research and Graduate Study in Communication and Dramatic Arts.

Preparation of the Thesis: The Thesis Advisor/Chairperson of the Thesis Committee will have active direction of the thesis and will consult with other members of the committee about matters pertinent to its development. A meeting of the committee must be held upon completion of the thesis project, at which the committee as a whole will judge the quality of the work and determine whether the completed thesis is acceptable. Committee approval of a thesis prospectus must be obtained before collecting/analyzing data or enrolling in the last 3 hours of thesis credit. Students conducting research involving the use of human subjects must receive permission from Central Michigan University's

Institutional Review Board after the thesis prospectus has been approved and before the collection of thesis data for the thesis.

Students must obtain from the College of Graduate Studies a copy of the "Thesis/Dissertation Preparation Guide" and be thoroughly familiar with its contents. In addition to this handbook, the student working with his/her thesis advisor and committee should make additional judgments on form and style in accordance with the instructions in the current APA manual of style. The Thesis Committee is responsible for approving necessary changes in the thesis, approving its completion and its final typed form, and verifying that the student meets all requirements.

Oral Examination of Thesis: When the thesis has been completed and approved by the thesis advisor as to content and form – but not less than six weeks after the approval of the thesis prospectus – an oral examination shall be conducted by the Thesis Committee. The student is required to orally defend his/her thesis and may be examined orally on subject matter within the core of course content beyond the scope of his/her thesis. This examination will last approximately two hours. The oral examination must be scheduled sufficiently in advance to permit completion of degree requirements in accordance with the university time schedule for graduation.

Students, faculty, and other interested persons may witness the public portion of the oral thesis examination. Time and place of the examination will be announced at least two weeks before the examination.

2. Comprehensive Exam Option

For students selecting the comprehensive exam option, the Communication and Dramatic Arts Department will schedule and announce the comprehensive exam date. Students must notify their academic advisor of their decision to complete comprehensive exams prior to taking the exam. Upon completion of comprehensive exams, the Comprehensive Exam committee as a whole will judge the quality of the work and determine whether the exam responses are acceptable. Students whose responses are deemed not acceptable may re-take comprehensive exams when they are next offered. Students are offered only one opportunity to re-take the comprehensive exam.

Transfer Credit

Acceptance of transfer credit will be dependent upon the decision of the academic advisor. A maximum of 15 semester hours of approved courses appropriate to a student's degree program from an accredited college or university may be transferred. Students must apply to the College of Graduate Studies for the application to transfer credit.

Continuous Registration

Any on-campus student who has completed all academic course work except the final project (i.e., thesis) must be enrolled in at least one CMU graduate credit hour each fall and spring semester until graduation. The Continuing Registration for Final Research Project (COM 619) can fulfill this one credit hour requirement. If, after all academic course work except the final project is completed, a student does not enroll each semester until graduation, the student must enroll retroactively for each missed semester once s/he returns to complete the project. A student can request a leave of absence by submitting a Leave of Absence Request form to the College of Graduate Studies; if approved, continuous registration will be waived during the approved leave period. Regardless of whether the student has a leave of absence, the student must still complete the degree within the time-to-degree limitations set forth under the degree requirements presented under Duration of Admission Status in the graduate *Bulletin*.

English Language Competency Requirements for International Students

The Department of Communication and Dramatic Arts has introduced guidelines for the English language competency requirements of international graduate students seeking admission to the department's graduate program. The guidelines are as follows:

1. International students who have a score of 600 PBT (250 CBT, 100 iBT) or better on the International TOEFL are eligible for regular admission to the graduate program in the Department of Communication and Dramatic Arts if all other requirements are met.
2. International students who have a score of between 575 PBT (232 CBT, 90 iBT) and 599 PBT (249 CBT, 99 iBT) on the International TOEFL, a score of 80 points or higher on CMU's ELI Written English Competency Test, and a score of 25 or higher on CMU's ELI Oral English Language Competency Test are eligible for regular admission to the graduate program in the Department of Communication and Dramatic Arts if all other requirements are met.
3. International students who have a score between 575 (232 CBT, 90 iBT) and 599 (248 CBT, 99 iBT) on the International TOEFL, but have a score of 79 points or less on CMU's ELI Written English Competency Test, and/or a score of 24 or less on CMU's ELI Oral English Language Competency Test are eligible for conditional admission to the graduate program in the Department of Communication and Dramatic Arts if all other requirements are met. Such students must complete, by the end of their first semester of graduate work, coursework in English language study as outlined by the ELI in conjunction with the Department of Communication and Dramatic Arts.
4. International students with a score of less than 574 (230 CBT, 89 iBT) on the International TOEFL will be denied admission to the graduate program of the Department of Communication and Dramatic Arts.

Note:

PBT = Paper-Based Test

CBT = Computer-Based Test

iBT = internet-Based Test