REQUIREMENTS FOR THE PH.D. DEGREE

The Ph.D. in the History of Art and Architecture is an advanced degree for those whose goal is professional scholarship, teaching, and curatorial work. Because of physical and financial limitations and the demanding nature of doctoral course work, especially the writing of a dissertation, we accept into the Ph.D. program only those students who have demonstrated superior abilities in their course work.

1. ADMISSION TO THE PH.D. PROGRAM

Students with an M.A. from the University of Virginia’s program in Art and Architectural History must have the explicit approval of the faculty member who will serve as their dissertation director. They must also submit a letter to the Graduate Director requesting permission to proceed to the Ph.D. program. Ordinarily this letter is due by March 1st of their fourth semester of course work. The Graduate Committee reviews students’ applications and advises them of their standing as potential Ph.D. candidates. A majority of the faculty must approve admission to the Ph.D. program, and their approval is contingent on the completion of all requirements for the Master’s degree.

Students with an M.A. from the Master’s Program in Architectural History from the School of Architecture at the University of Virginia follow the same procedure for admission to the Ph.D. program in the History of Art and Architecture.

Students with an M.A. in Art History or Architectural History from another program may also be admitted to the Ph.D. program. Such students should be prepared to make up any aspect of their graduate work that fails to meet the standards set by the Program’s own M.A. requirements. Such deficiencies will be determined by the Graduate
Admissions Committee and will be specified upon admission. A visit to the University prior to admission may be required.

2. GENERAL REQUIREMENTS

The Graduate School requires a minimum of three full sessions (two semesters each) of graduate work at full-time enrollment. A year of full tuition and fees is dropped from this requirement for transfer students whose M.A. from another institution is formally accepted as applicable to their Ph.D. program. Upon admission students with an M.A. should consult with the Dean of the Graduate School to determine the extent of their financial and residential responsibilities.

3. COURSE REQUIREMENTS

Candidates for the Ph.D. are required to pass a minimum of 54 semester hours of courses at the 500 level or above (i.e., a minimum of six courses beyond the twelve required for the M.A.). Upon departmental recommendation a transfer student with an M.A. may be allowed credit for up to 36 semester hours toward the fulfillment of this requirement. At its discretion the Graduate Program may require a doctoral candidate to take more than the minimum number of courses required for the Ph.D. This will be specified upon admission to the program.

4. LANGUAGE REQUIREMENTS

For Ph.D. candidates, reading knowledge of at least one additional language is required. The language is to be appropriate to the dissertation field and is to be defined in consultation with the dissertation director and the Graduate Director. Students must demonstrate their knowledge of the language by passing an examination no later than the end of the first semester of Ph.D. course work. Students will satisfy the language requirement by passing a test administered by one of the language departments at the University or by the Graduate Program and consisting of the translation (with the aid of a dictionary) of a prose passage. Depending on their field of specialization and in consultation with their dissertation director, candidates may also be required to demonstrate a working knowledge of other languages. Students lacking a second language will not ordinarily be admitted to the Ph.D. program.

5. FIELD EXAMINATION

Ph.D. candidates ordinarily take the Ph.D. Field Examination in the
Ph.D. candidates ordinarily take the Ph.D. Field Examination in the early Fall of their fourth year after the completion of their course work. This is a three-hour oral examination of the student’s major field and two minor fields. A committee of at least three members, comprising faculty from both the Department of Art and the Department of Architectural History, conducts the exam. One member of the committee can be from outside the departments. The student’s dissertation director and the Graduate Committee appoint the committee in consultation with the student.

It is particularly important that students discuss the scope of the examination with their committee members. With the help of the committee and other appropriate instructors, they can draw up a reading list and determine the chronological or other limits of the material on which they will be examined.

6. DISSERTATION PROPOSAL

The broad area and subject of the dissertation should to a considerable extent govern the choice of courses in the Ph.D. program, and in general students should begin to think about their dissertation topics as early in their graduate careers as possible. In developing a dissertation topic students should consult closely with the dissertation director. At least one Ph.D. reading course focused on developing the dissertation topic should be taken with that faculty member, as well as the dissertation proposal course (ARTH 810).

In consultation with their dissertation director, doctoral students write a 15 to 20 page dissertation proposal outlining the subject and scope of the dissertation, the state of research, the issues to be addressed, and a research plan including travel requirements. The proposal is reviewed and edited by the dissertation director and the Graduate Committee. Students ordinarily submit their dissertation proposal to the Graduate Director and the Graduate Committee by the end of their third year. When the Committee has approved the proposal, it will be circulated among the faculty, who may offer comments or suggestions.

The dissertation committee must comprise at least four members: three faculty from the program in Art and Architectural History and one faculty member from another department in the Graduate School of Arts and Sciences, who serves as the representative of the Dean of Arts and Sciences at the dissertation defense. The dissertation director serves as the first reader and chairs the committee and the oral examination. The dissertation committee is formally appointed by the Department Chairs in consultation with the Graduate Committee, the candidate, and the dissertation director.
7. **DISSERTATION PROPOSAL AND ORAL EXAMINATION**

In form the dissertation should follow accepted scholarly usage, as stipulated in the MLA Style Sheet, second edition, or standard up-to-date guides to usage (such as the Chicago Manual). The abbreviations should be those prescribed in the Art Bulletin or the American Journal of Archaeology. Other, more specific dissertation requirements, including those of format, are to be found in the Graduate Record of the Graduate School of Arts and Sciences. Strict adherence to them is expected of the final copies submitted to the Graduate School.

After the acceptance of the dissertation by the first and second readers, an oral defense is scheduled. In order to avoid last-minute problems of revision, the defense should be scheduled well in advance of the final submission date of the semester in which the degree is to be conferred. All members of the Department are invited to the defense. Students may be invited at the candidate’s discretion. Five copies of the dissertation and abstract (one for each committee member and one for the Department), must be available not later than three weeks before the date of the examination.