

# Master of Arts in Anthropology **GRADUATE HANDBOOK**

## **DIVISION of Anthropology**

800 N. State College Blvd.

McCarthy Hall 426

California State University, Fullerton 92831-3547

Office Hours: Monday through Friday, 8:00 a.m. to 5:00 p.m.

(657) 278-3626 (general office number)

(657) 278-5147 (fax)

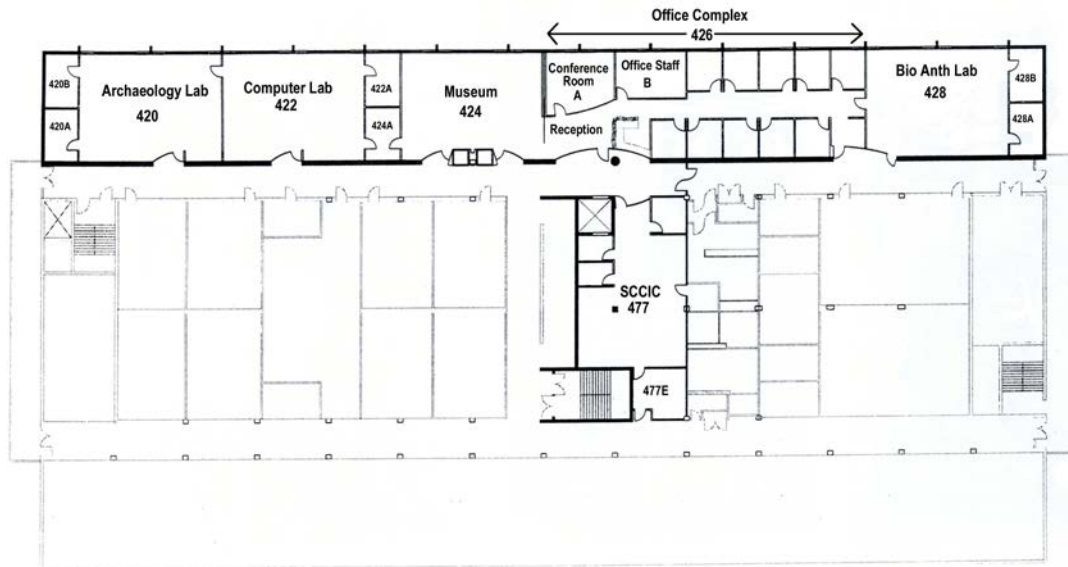
<http://anthro.fullerton.edu/>



## **TABLE OF CONTENTS**

- How to Apply to the M.A. Program in Anthropology
- Application Form
- Courses to Take for the M.A.
- Steps To Complete the M.A. Program

## Anthropology Research and Teaching Facility in McCarthy Hall



MH-420: Archaeology Teaching Lab

MH-420a and MH-420b: Research Rooms

MH-422: Computer Lab

MH-422a: Computer Lab IT Consultant's Office

MH-424: Teaching Museum

MH-424a: Museology Office and Support/Storage

MH-426: Office Complex: Reception, Conference Room, Office Staff, and Faculty Offices

MH-428: Biological Anthropology Teaching Lab

MH-428a and MH-428b: Research Rooms

MH-477: South Central Coastal Information Center

MH-477E: Faculty Offices

Not shown:

MH-2 and MH-54b: In basement, Archaeology Research and Curation Facility

# Division of Anthropology California State University, Fullerton

## Master of Arts in Anthropology

The graduate program in anthropology offers advanced study in four-field scientific anthropology with a specialization in Anthropological Archaeology, Cultural Anthropology, or Evolutionary Anthropology. For information on faculty interests in these areas please visit our Division website at <http://anthro.fullerton.edu>. We admit new students in both Fall and Spring.

Our graduate students have successfully completed MA theses and projects incorporating field, library, and lab-based research. For example, students have conducted field research in Asia, Africa, Latin America, and here in California; analyzed archaeological collections; worked in zoos and museums; and integrated anthropology into curricula at the K-12 and community college levels.

As a graduate student you will work closely with your individual MA advisor and their MA committee in developing an exam, thesis or project that meets your educational needs and expectations. For that reason, it is important that before applying to the program you familiarize yourself with our faculty and their research expertise and interests. The Graduate Program Advisor (subfield Coordinator) and your individual MA advisor will help you to understand, navigate, and fulfill division and university requirements and regulations.

### I. HOW TO APPLY TO THE MA PROGRAM IN ANTHROPOLOGY

1. Apply to the **University online** [See this link for online application form]. <http://www.fullerton.edu/graduate/admissions/applying.php>. Official transcripts must be sent to the University. See University website for deadline.
2. Apply to **the Division of Anthropology**, CSUF. Send the Application Form along with all of the requested materials to: Graduate Program Advisor [of your chosen subfield, see below], Division of Anthropology, MH426, 800 N. State College Blvd. CSU Fullerton, Fullerton, CA 92831-3547. For full consideration, send materials to Division by May 1 (for Fall) or October 1 (for Spring).
  - Archaeology Program Grad Advisor: Dr. Edward Knell [eknell@fullerton.edu](mailto:eknell@fullerton.edu)
  - Cultural Program Grad Advisor: Dr. Barbra Erickson [beerickson@fullerton.edu](mailto:beerickson@fullerton.edu)
  - Evolutionary Program Grad Advisor: Dr. Elizabeth Pillsworth [epillsworth@fullerton.edu](mailto:epillsworth@fullerton.edu)
3. **DEADLINE:** To be considered for Fall admission, completed applications must be received or postmarked on or before May 1, and for Spring, on or before October 1. **Priority consideration will be given to complete applications received by Mar.1 [Fall] or Sept. 1 [Spring].**
4. **QUALIFICATIONS:**

#### University Requirements:

- Bachelor's degree from an accredited institution
- Grade-point average of at least 2.5 in the last 60 semester units attempted

**Division of Anthropology Requirements:**

- Minimum grade-point average of 3.0 in all undergraduate coursework in anthropology
- Bachelor's degree in anthropology
- OR-
- Ideally: 21 units of anthropology (Anth 101, 102, 103 or equivalents; Anth 480 and 481 or equivalents; plus 6 additional units of upper division anthropology coursework or equivalents), with a combined GPA of 3.0 or better. Students who lack ANTH 480 and/or ANTH 481 or their equivalents may take these courses after admittance to the program.
- Consult with the Graduate Coordinator [cultural, archaeology, or evolutionary] if you have fewer than 21 units of Anthropology.

**Required Materials for Division of Anthropology Application:**

- **Complete the Division Application Form** (see below). Select the subfield in which you are most interested: Anthropological Archaeology, Cultural Anthropology, or Evolutionary Anthropology.
- **Letter of intent** (2 pages, single-spaced). Prospective students should describe the area of their interest in anthropology and their goals in relation to the MA program at CSU Fullerton. Describe your past anthropological fieldwork or related experiences, the basis of your interest in our program, what you intend to do with your degree, and other intellectual goals and interests or other relevant information. You should identify the faculty member(s) with whom you wish to work, and the specific research interests you would like to pursue.
- **Three letters of recommendation.**
- **List of the anthropology courses you have completed.**
- **Unofficial transcripts.** Copies are fine for the division application.
- **One writing sample** (2500 words or more)
- **Curriculum vita or resume.**

Preference will be given to well-qualified applicants whose interests match the research interests of the faculty. Prospective students are strongly encouraged to contact faculty members with whom they are interested in working. Applicants are selected by a Graduate Committee within each subfield.

**QUESTIONS?**

Please contact one of our Graduate Advisors for more information about the program or the application process. Select the person most appropriate for your interests in anthropology:

**Archaeological Anthropology**

Dr. Edward Knell     [eknell@fullerton.edu](mailto:eknell@fullerton.edu)     Office: MH-061     Phone: (657)278-5076

**Cultural Anthropology**

Dr. Barbra Erickson     [beerickson@fullerton.edu](mailto:beerickson@fullerton.edu)     Office: MH-426E     Phone: (657)278-5697

**Evolutionary Anthropology**

Dr. Elizabeth Pillsworth     [epillsworth@fullerton.edu](mailto:epillsworth@fullerton.edu)     Office: MH-426H     Phone: (657)278-5603

## II. APPLICATION FORM

Master of Arts in Anthropology, California State University, Fullerton

**Send application materials to:** Graduate Program Advisor, Division of Anthropology, MH-426. 800 N. State College Blvd., California State University Fullerton. Fullerton, CA 92831-3547. Or: **EMAIL** to the appropriate Grad Adviser: Dr. Ed Knell [eknell@fullerton.edu](mailto:eknell@fullerton.edu) [Archaeology]; Barbra Erickson [beerickson@fullerton.edu](mailto:beerickson@fullerton.edu) [Cultural] or Elizabeth Pillsworth [epillsworth@fullerton.edu](mailto:epillsworth@fullerton.edu) [Evolutionary].

Date of application: \_\_\_\_\_ Application is for: **Fall 20**\_\_\_\_\_ **Spring 20**\_\_\_\_\_

*\*Priority consideration given to complete applications received by Mar. 1 [Fall admission] or Sept. 1 [Spring admission]*

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

### **Checklist: Please check when completed:**

- Have you applied to the University online through CalState Apply?**
- Your overall Grade Point Average in the last 60 units taken:** \_\_\_\_\_
- Your Grade Point Average in all Anthropology courses taken:** \_\_\_\_\_
- Answer the following questions about your educational background:**
- BA/BS completed? Yes: \_\_\_\_\_ No: \_\_\_\_\_ If no, when is degree expected? (Semester & Year): \_\_\_\_\_
  - Name of University granting (or expected to grant) BA/BS: \_\_\_\_\_
  - Is the BA/BS in Anthropology? Yes: \_\_\_\_\_ No: \_\_\_\_\_ If no, list degree Major: \_\_\_\_\_
  - If your major was not Anthropology, list number of units in Anthropology completed \_\_\_\_\_
- Please indicate the subfield of Anthropology in which you are MOST interested:**
- \_\_\_\_\_ Anthropological Archaeology \_\_\_\_\_ Cultural Anthropology \_\_\_\_\_ Evolutionary Anthropology
- List the names of the persons you have asked to send letters of recommendation; three letters are required.** Sealed letters may be included in your application packet, or sent separately by your recommenders.
1. \_\_\_\_\_ 2. \_\_\_\_\_
3. \_\_\_\_\_
- Attach to your application a letter of intent that describes your area of interest and goals in relationship to the M.A. program at CSUF.** You may describe your interest in anthropology, past anthropological fieldwork or related experiences, why you are interested in our program, what you intend to do with the degree, and other intellectual goals and interests. Address your letter to the appropriate Graduate Program Advisor.
- Include a list of all courses taken in Anthropology, specifying the course names and numbers, where and when you took the courses, and grades received.**
- Enclose copies of all college or university transcripts (unofficial transcripts OK)**
- Enclose a curriculum vita or resume**
- Writing sample, 2500 words or more [e.g. a 10-page paper, double-spaced]**

### III. STUDY PLAN FOR THE MA IN ANTHROPOLOGY

Graduate students are expected to complete 24 units of coursework plus 6 units of exam, thesis or project (in addition to any course deficiencies). Each course on the Study Plan must be completed with a minimum grade of C, but an overall GPA of 3.0 must be maintained by University policy.

The 30 units are as follows:

**9 units: ANTH 511, 512, and 513**

Three core seminars, ANTH 511 (Theory and Method in Biological Anthropology), ANTH 512 (Theory and Method in Archaeology), and ANTH 513 (Theory and Method in Cultural & Linguistic Anthropology) are required. 511 and 512 offered only in fall; 513 only in spring.

**3 units: ANTH 510** Research Design (required). Offered in spring only.

**6 units: Two ANTH 504T** (Graduate Seminar, selected topics)

All graduate students must take at least two ANTH 504T graduate seminars in their sub-field. ANTH 504T courses are variable-topics graduate seminars, through which students have the opportunity to explore topics in more depth. The 504 classes are rotated among the faculty of each subfield to expose students to different research issues in anthropology.

**6 units: Two 400- or 500-level elective courses in anthropology or a related field**

Graduate students take two elective courses, which may be an additional ANTH 504T class, a 400-level class in anthropology, ANTH 599 (Independent Study) with your project/thesis advisor, or a 400- or 500-level class in a related field, with the approval of your thesis advisor. ANTH 599 may be taken only once. Students taking a 400-level course for graduate credit are required by University policy to complete additional work beyond that of an undergraduate. This must be an additional assignment [may not simply be a longer research paper, for example].

**6 units: ANTH 598 (Thesis) or ANTH 597 (Project) or Exam (3 units + one additional elective)**

To earn the M.A., students are required to register for either 6 units of ANTH 598 (Thesis) or 6 units of ANTH 597 (Project), or 3 units of Exam plus one additional elective. Students may register for all 6 units in the same semester or for 3 units in two semesters. Per University regulations, you are not permitted to enroll in more than 6 TOTAL units of your choice of thesis (598), or project (597).

- Students wishing to complete a thesis or project must submit a proposal to their advisor for approval.

- **Thesis Option (6 units of ANTH 598):** A thesis is defined as the written product of a systematic study of a significant problem. It consists of extended discussion, with a central argument, based on complex analysis of your original research and includes a review of the literature on the topic as well as a historical framework. The finished product demonstrates originality, sets forth the sources for and method of gathering information, analyzes the data, and offers a conclusion. The thesis has a required format, and must be submitted to the Graduate Studies Office as well as to the Division. The approved thesis will be bound at the Bookstore according to certain specifications, copyrighted, and listed in the Pollak Library's database. The completed thesis is published on ScholarWorks, a CSU-wide database.

- **Project Option (6 units of ANTH 597):** A project is a significant undertaking appropriate to an applied aspect of the field (e.g. curation of a museum exhibition, an ethnographic film, a curriculum proposal, and so forth). Like a thesis, the project also requires a written component, in which the work is described and summarized, including the project's significance, objectives, methodology, and a conclusion or recommendation. Note: Students may choose to write a thesis, but enroll in Project option instead Thesis [because of the earlier deadlines, extra cost, and publication process of the Thesis]. The project is submitted only to the Division, and is housed in the Division Library (bound in a variety of formats as approved by your advisor).
- **Exam Option (3 units of ANTH 599 + one additional elective):** At least one semester before taking their exam, students on the Comprehensive Exam Track will select three areas of concentration in consultation with their MA advisors and committee members. The committee will assist the student in preparing for the exam by (e.g.) assigning a reading list, and will meet with the student for discussion and guidance.

**Methods Requirement—OR—Second Language Requirement** [students select **ONE** of the options]. Students should work closely with their MA advisors to determine whether the Methods Course Option or the Second Language Proficiency Option is best for their program of study.

#### Option 1: Methods Course

In consultation with their faculty advisors, students will select and take one of the following methods courses as appropriate for their chosen subfield and research agenda. Methods courses may be taken as electives on the Study Plan; alternatively, this requirement may be considered fulfilled if a student has taken an approved methods course as an undergraduate.

- |   |  |
|---|--|
| ○ ANTH 401 Ethnographic Field Methods           | ○ ANTH 455 Behavioral Observation  |
| ○ ANTH 402 Museum Science                       | ○ ANTH 458 Sustainable Food Systems  |
| ○ ANTH 403 Archaeological Field Methods         | ○ ANTH 463 Archaeofaunal Analysis  |
| ○ ANTH 404 Analytical Methods in Archaeology    | ○ ANTH 476 Archaeological Investigations [field class]   |
| ○ ANTH 425 Lithic Analysis                      | ○ ANTH 498 Museum Practicum  |
| ○ ANTH 443 Advanced Human Osteology             | ○ Other courses may be approved by your thesis/project adviser to meet this requirement, including equivalents from other universities |
| ○ ANTH 444 Forensic Anthropology                |  |
| ○ ANTH 445 Quantitative Methods in Anthropology |  |

#### Option 2: Second Language Proficiency

If proficiency in a second language is appropriate for a student's research agenda, a student may show proficiency in several alternative ways. These include, for example, having earned a degree in a language other than English, passing an intermediate-level proficiency exam, completing the equivalent of three years of high school study in another language, completing a Study Abroad program in which the language of instruction was not English. There are several additional options, the details of which should be discussed with your MA advisor.

**Additional courses beyond the 30 units** (up to the limit established by the University). Courses not on the Study Plan do not count toward the MA degree, but still count in calculating your overall grade point average while in the MA program. Graduate students must maintain a 3.0 overall GPA.

After admission to the program:

#### IV. STEPS TOWARD the COMPLETION of the MA in ANTHROPOLOGY

1. **Attend the Mandatory Pre-Fall or Pre-Spring Semester Orientation Meeting.**
2. **Develop the Study Plan in consultation with your MA advisor or Graduate Coordinator**
3. **If you plan to use postgraduate units** toward your MA, you must petition the Registrar for approval as soon as possible (<https://records.fullerton.edu/formsandrecords/petitions.php>).
  - For CSUF students with a BA coming in to the MA program: A maximum of nine units of 400 and 500-level classes taken at CSUF may be applied towards the MA Study Plan, if they meet the following criteria:
    - The grade earned was a B or better
    - The units in questions were taken in the last two semesters
    - The units were not used toward either the 120 units needed for the BA, or toward the 45 units needed for the Major in Anthropology
  - University policy allows graduate students coming from another university to petition for permission to apply up to nine units of graduate work, in which they earned a B or better, towards the CSUF Study Plan. However, the Division will determine equivalency, if any, of such coursework. Under most circumstances, the Division of Anthropology prefers that students take the core MA coursework at CSUF; typically only an elective course may be substituted.
4. **Work with your MA Advisor** closely in designing your Thesis or Project research by taking courses that will help you achieve your research goals. Discuss with your advisor the composition of your thesis committee, which will be composed of the advisor and two other full time faculty members in the Division of Anthropology. Talk with your adviser about whether Thesis, Project, or Exam is the best course for you.
5. **Advance to Candidacy**: Students are advanced to candidacy when they have formed a committee and either created an approved plan for the Comprehensive Exam, or filed an approved Prospectus for the Thesis or Project.
6. **Register for EITHER 6 units of Thesis, Project, or Exam [Exam is 3 units + one additional elective]**. (See discussion and description of these options in Section III.) A MAXIMUM of 6 total units of Thesis or Project is allowed.
7. **File for Graduation**: Students must apply for graduation at least six months before graduation.
8. **Exceeding the Target Graduation Date**: Students must stay continuously enrolled while in the MA program. If all coursework is completed, students in good standing may enroll in GS700 through Extended Education—approximate cost \$350 per semester [not needed for summer].
9. **Time to Degree**: This is a 2-year degree, and it is possible finish in 2-3 years if your life and work schedule permit. The University allows five years, and students may petition to extend to seven years [if your adviser approves]. Courses “expire” after 7 years and may need to be re-taken. Work closely with your adviser, who will help you meet your anticipated target completion date.