



MA in English

Orientation Handbook

2024-2025

Contents

I. Welcome to the MA Programme at Ashoka!	2
II. Programme Overview	3
A. Roadmap for the MA Programme	3
B. Outline of Required Courses	4
C. Recommended Thesis Timeline	4
D. Electives	5
E. Requirements for MA Students Entering from Ashoka’s ASP Programme in English	6
F. Concentrations	6
G. TA-Ship/Teaching Practicum	7
III. Assignments and Assessments	8
A. Grading System	8
IV. Plagiarism and Academic Dishonesty	9
V. Offices and Centers	10
A. Office of Academic Affairs (OAA)	10
B. Career Development Office (CDO)	10
C. Office of Learning Support (OLS)	10
D. The Centre for Writing and Communication (CWC)	10
E. Ashoka Centre for Well Being (ACWB)	11
VI. Other Details Related to the MA Programme	12
A. Student Representative	12
B. Discontinuation	12
C. Grades of “Incomplete” and Delayed Graduation	12

I. Welcome to the MA Programme at Ashoka!

A brief guide:

MA students will complete a total of 48 credits over four semesters, with 12 credits per semester. Each course carries 4 credits. Students cannot formally enroll in more than 3 courses per semester. MA students may take one elective outside the Department of English.

Participating in each class fully is essential for success. That entails attending class regularly, arriving punctually, doing the reading, and doing all the work in good faith and on time. Individual faculty have discretion over how courses are run. Success is ultimately up to the student. In short, come to class to learn. Learn in order to do good work. Do good work to be successful. In addition to completing all requirements, students are also expected to participate verbally in the classroom. Professors will rarely lecture – the Ashoka classroom is a dialogic space.

Students should submit work on time. Extensions and grades of incomplete can be granted on a case-by-case basis, but should be discussed with the faculty member ahead of time. Good time management is key.

Students should note that courses meet throughout the day. Some required courses meet in the evening and only get out at 8:30 or 9:00 PM. Students with care responsibilities or obligations outside of Ashoka should consider this.

From seminar papers to the MA thesis, writing is core to the academic mission and hence core to the MA. Different classes may have different forms of writing. Students are encouraged to speak to their faculty about any doubts they may have about the forms of writing they will undertake.

Faculty will be available to speak to students throughout the semester. Please contact them or consult the syllabus for their availability. Cultivating a positive working relationship with faculty members will pay off during and after the programme.

The MA Thesis: MA students (except those who completed the ASP at Ashoka) will compose a thesis under the guidance of a primary advisor and the faculty leading the proseminar. The topic may shift as the project evolves and the student progresses, and the final thesis may or may not be on what the student proposed at an earlier stage. For a rough timeline see Section II Part D, “Recommended Thesis Timeline.”

MA students have the option of declaring a concentration. Those who opt for a concentration will write their thesis on a subject that belongs to the subfield covered by that concentration. The concentration can be changed at any point. For more detail see Section II “Programme Overview.”

Students may approach any member of the Graduate Studies Committee with any questions, concerns, or requests for advice. We are: Alexander Phillips (MA Director) (alexander.phillips@ashoka.edu.in), Mandakini Dubey (MA Associate Director), Abir Bazaz (PhD Programme Director) (abir.bazaz@ashoka.edu.in), Aparna Chaudhuri (PhD Programme Associate Director) (aparna.chaudhuri@ashoka.edu.in).

II. Programme Overview

The English department's Master of Arts programme will train students to read literature and culture within the framework of an interdisciplinary liberal arts curriculum, under the guidance of internationally acclaimed faculty who are innovative teachers as well as prolifically published scholars. In that spirit, students will have the opportunity to do work that crosses disciplinary, national, cultural, and chronological boundaries.

A. Roadmap for the MA Programme

The MA in English is a two-year, four-semester programme. Students are expected to register for and complete 12 credits of coursework per semester. Since each course is the equivalent of 4 credits, this means students will register for 3 courses per semester.

There is one required course each semester: **Seminar in Literary Theory** (semester 1); **Seminar in Writing and Research Methodology** (semester 2); **Graduate Pro-Seminar: Thesis Preparation** (semester 3); and **Graduate Pro-Seminar: Thesis Writing** (semester 4). In addition to these courses, students will take an additional two electives each semester. One of these can be outside the English programme.

The course distribution will, therefore, be as follows:

Year 1, Monsoon Semester:

1. Seminar in Literary Theory (mandatory) (4 credits)
2. Two elective courses at the 4000-level; classes at any other level will require special permission from the professor and the MA director (4 credits each)

Year 1, Spring Semester:

1. Seminar in Writing and Research Methodology (mandatory) (4 credits)
2. Two elective courses at the 4000-level; classes at any other level will require special permission from the professor and the MA director (4 credits each)

Year 2, Monsoon Semester:

1. Graduate Pro-Seminar: Thesis Preparation (mandatory) (4 credits)
2. Two elective courses at the 4000-level; classes at any other level will require special permission from the professor and the MA director (4 credits each)

Year 2, Spring Semester

1. Graduate Pro-Seminar: Thesis Writing (mandatory) (4 credits)
2. Two elective courses at the 4000-level; classes at any other level will require special permission from the professor and the MA director (4 credits each)

B. Outline of Required Courses

The four required courses that students will take at specific points across the course of the MA English programme are:

Seminar in Literary Theory: This course will focus on the study of various schools of literary theory. It seeks to examine the bigger questions of literature—ranging from the ways in which texts can engage with various issues to an understanding of how we make meaning—by examining how various theorists have addressed them.

Seminar in Writing and Research Methodology: This course aims to provide clues to read, interpret and write academically. Students will be exposed to methods of gleaning arguments, writing abstracts; identifying archives; learning citation styles, and the range of methods undertaken to do research.

Graduate Pro-Seminar: Thesis Preparation: The graduate pro-seminar is a two-semester sequence. In the first semester, students will further develop their writing skills and have the opportunity to familiarize themselves with the methodological foundations of thesis writing by engaging with research-active faculty and their writing, learning directly from scholars in the field.

Graduate Pro-Seminar: Thesis Preparation: In the second semester of the graduate pro-seminar, students will workshop their thesis drafts through a series of round tables and conference-style panel presentations, culminating in an academic symposium at which they will present their thesis projects to a larger audience.

C. Recommended Thesis Timeline

By the end of the second semester students should start thinking about their thesis projects. Here is a rough timeline.

- **End of Second Semester:** Approach prospective faculty advisors with rough ideas for a thesis topic. The topic need not be finalized, instead the goal will be to get some orientation and direction.
- **Summer into Year 2:** Spend time reading around. Identify an object of study, read some secondary literature, and get a sense of what the project might be.
- **End of September, Year 2:** Finalize the advisor selection. It is fine to have a different advisor than the one approached at the end of the third semester. Change is possible even after this point, but should be an exception.
- **End of October/November:** Have a firm topic.

- **End of Monsoon Semester:** Complete a proposal for the project in the form of a prospectus. Guidelines to be given in the proseminar.
- **Winter Break:** More reading of primary and secondary sources, preliminary drafting.
- **End of February/Early March:** First draft of the thesis.
- **End of March/Early April:** Second draft of the thesis. Further drafts as per negotiation with the advisor.
- **May:** Final draft of the thesis.

D. Electives

Apart from the required courses, students are free to take elective courses that cater to their individual interests.

The electives offered by the English and Creative Writing Department will vary across several areas and will be taught by our research-active faculty. If students have an area of interest that has not been explored by any of the offered electives, they may also approach faculty to propose the possible creation of an **Independent Study Module (ISM)** that focuses on the subject in question. The availability of ISMs will depend on the consent of a faculty advisor; these will not be granted simply on demand. Among the total of 12 required courses, students can take up to a maximum of **one** ISM on a topic of their devising.

Among the eight electives students take, **AT LEAST** one must be in seminars whose subjects deal with literatures and cultures from before 1800.

The MA programme emphasizes interdisciplinarity. While students will be exposed to this within English electives, students are highly encouraged to take a graduate seminar offered in a different department. This will be one of the eight electives they take across the course of the programme, and they may take it at any point across the two years. While one course is the maximum, the MA Director can provide for exceptions to this rule under compelling circumstances.

Regarding Courses at the 1000-3000 Level: Graduate students should take graduate courses. Undergraduate courses are tailored to the specific needs of those students, needs that are different from those of graduates. Nevertheless, MA students may seek approval to enroll in undergraduate seminars. Approval will only be granted in exceptional cases where there is a compelling need, as in the case of students who wish to pursue creative writing or some other field where there is a lack of offerings at the 4000 or 5000 level. Students must write to the faculty member leading the seminar and the directors of the MA in English stating the rationale and requesting approval to enroll in courses at the undergraduate level. Please note that the fact that a course topic is interesting or relevant to a student's thesis is not a sufficient rationale to

enroll in an undergraduate course (although the student may speak to the faculty member about auditing, i.e. sitting in on a course).

E. Requirements for MA Students Entering from Ashoka's ASP Programme in English

Students who are admitted to the MA programme after completing the ASP Advanced Major in English will not receive a diploma for the latter; instead, the ASP year will count as the first year of their MA, the difference being that their ASP capstone thesis will now satisfy the thesis requirement for the MA instead. These students will not have to take any of the required courses during their final year at Ashoka; instead, they will take six elective graduate courses during their one year. A maximum of one of these can be from outside the English programme, and one elective can be an ISM (with the consent of a faculty advisor).

F. Concentrations

Within the programme, students have the option of pursuing a **concentration** and specializing in a particular field. They are also free to follow a general path of literary studies and choose **not** to have a concentration, opting instead to explore various fields. Students who choose to pursue a concentration are required to take a minimum of two electives as well as write a thesis in their field of specialization. Should students select a concentration, it is required that they do so by **the beginning of the third semester**, so that they are able to fulfill these requirements.

The following seven concentrations are being offered for the year 2023-2024:

- South Asian Literatures (SAL)
- Global and Indian Shakespeares (GIS)
- Studies of Gender and Sexuality (SGS)
- Modern Literature and Culture (MLC)
- Global Medieval Studies (GMS)
- Performance Studies (PS)
- Creative Writing (CW)

To know more about these individual concentrations, check the concentrations section at <https://ashoka.edu.in/page/ma-english-280>.

G. TA-Ship/Teaching Practicum

TA-Ships are not a part of the MA program. Nevertheless, in a few cases, MA students may have the opportunity to volunteer to serve as a TA depending on programme need. The student will receive credit for a “teaching practicum” (“TP”), but this credit **will not** count towards the degree. Those who do TA **must still** enroll as participants in three seminars, as per section “II.A., Roadmap for the MA Programme.”

Students who undertake a TA-ship should discuss the scope of their responsibilities with the faculty member conducting the class. In all likelihood, TA duties will be limited to providing logistical support only, but students can discuss the possibility of working on matters of pedagogy and course design with the faculty member. It is entirely at the discretion of the faculty member whether or not to involve the TA in aspects of teaching.

Note: MA students will not be eligible for TA-Ships in their first or final semesters of the program.

III. Assignments and Assessments

There are many forms of assessed assignments at Ashoka University. These include (but are not confined to) essays, projects, in-class writings, online discussion forum contributions, oral presentations, and quizzes. All courses use continuous assessment; any missed assignments will adversely affect the final grade.

Participation in class is expected. Not participating, or worse, not attending, may affect the final grade. It will certainly affect one's ability to do good work and be successful.

A. Grading System

A letter grade is issued at the end of every course. These grades are calibrated with two numerical scores: the percentage score and the GPA quality points. The grid below decodes the lettered grades that will be followed at Ashoka University, and their relationship to GPA quality points:

Letter Grade	GPA Quality Points
A	4.0
A-	3.7
B+	3.3
B	3.0
B-	2.7
C+	2.3
C	2.0
C-	1.7
D+	1.3
D	1.0
D-	0.7
F	0

Students are expected to maintain a **minimum GPA of 2.7 (B-)** in their coursework.

IV. Plagiarism and Academic Dishonesty

Writing that consciously borrows from another's work without appropriate acknowledgment constitutes plagiarism. Academic work is only possible because it takes place in dialogue with a community of scholars, and by acknowledging the work that helped us to do our work we make visible the labor others did to enable us to do ours. This is also the case with so-called "Artificial Intelligence," which itself only functions because it draws on the cumulative labor of actual humans.

Violating academic integrity is a serious offence. If reported, it will be met with severe disciplinary action and may become a part of your permanent file/show on your transcript.

V. Offices and Centers

Ashoka University has a host of offices and centers with which students can engage. This is a brief mention of the ones that will offer support either in terms of well-being, academics, or both.

A. Office of Academic Affairs (OAA)

The Office of Academic Affairs (OAA) will facilitate and assist with a whole range of academic functions. They will play a pivotal role in advising and assisting you in navigating your academic pathway towards completing your postgraduate degree. You can write to them at aaa@ashoka.edu.in.

B. Career Development Office (CDO)

The Career Development Office at Ashoka endeavours to help students identify their interests, ascertain their strengths, explore a multitude of opportunities, gain clarity about their goals, and empower them to pursue paths they find personally fulfilling. They offer one-on-one career counselling, internship guidance, and organize multiple career-related events throughout the year, conduct workshops to aid students in perfecting their resumes and cover letters, and prepare them for their interviews. They aspire to personalize the job search for you so that your careers are tailored to your skills and interests. If you have any additional questions or concerns, you may contact them at cdo@ashoka.edu.in.

C. Office of Learning Support (OLS)

Office of Learning Support (OLS) facilitates academic adjustments and accommodations for students with learning difficulties. The office provides a support system and acts as a resource centre for specific-needs-related information and services at the University. It also works with students who may need help with study skills to manage academic demands in a more effective manner. In case you, as a student, experience any difficulty due to a disability or otherwise, you can always reach out to OLS at ols@ashoka.edu.in.

D. The Centre for Writing and Communication (CWC)

The Centre for Writing and Communication works with students to help them write cogently and lucidly. They offer one-on-one tutorials, group sessions, or larger workshops that are tailored to specific disciplinary, assignment, and student needs, including for English language support. Contact them at cwc@ashoka.edu.in or book an appointment with a tutor at <https://ashoka.mywconline.com>.

E. Ashoka Centre for Well Being (ACWB)

The ACWB is a non-aligned centre offering counselling and psychological support for students, staff, and faculty at Ashoka University. The centre provides an emotionally safe space to express your feelings and integrate them with your ambitions, academics, and relationships. You can write to them at well.being@ashoka.edu.in or book an appointment with a trained counsellor at <https://acwb.ashoka.edu.in>.

VI. Other Details Related to the MA Programme

A. Student Representative

Every batch of MA students will elect a representative who will liaise with the Graduate Studies Committee in the department.

B. Discontinuation

Under exceptional circumstances, students might be asked to leave the programme, or not be granted the MA degree at the end of two years. Such circumstances include the following:

1. Students whose GPA does not meet university requirements for graduation.
2. Students who have outstanding grades of Incomplete at the end of the summer after the completion of their fourth semester.
3. Students found to be derelict in their duties as students, TAs and TFs, which include attending classes and meetings, and following up in a timely and responsible manner on matters connected with classes, both ones being attended and taught.
4. Students found guilty of intellectual dishonesty.
5. Students found guilty of sexual harassment.
6. Students in violation of the University's ethical codes in matters of finance.

C. Grades of “Incomplete” and Delayed Graduation

University policy states that a student who fails to submit pending work by the relevant deadline in a given semester may be granted a grade of “Incomplete” (“I”). The issuance of an “I” grade is the sole discretion of the faculty member issuing the grade, and it is up to them to set the terms for completion. Students should inform themselves about relevant university policy on late graduation before electing for this option. Upon satisfactory completion of the work, the faculty member will adjust the student's grade, and their graduation processed through the Office of Academic Affairs.