

❧ MISSION STATEMENT ❧

**The mission of the Master of Arts program
in history is to help students:**

further their understanding of history and
the ways historians interpret the past;
develop reading, writing and critical thinking
skills that lead to
independent historical analysis;
prepare for advanced study in history;
and apply their knowledge of history and
research skills in public history professions.

WHERE TO FIND INFORMATION

🔑 **Visit the Graduate School**

located in Ward Edwards 1900

[UCM Graduate Studies website](#)

[Link to How to Apply for Graduate Studies](#)

[Link to UCM's International Student Admissions](#)

Email: gradstudies@ucmo.edu

Phone: (660) 543-4729

🔑 **Schedule an interview** at jtaylor01@ucmo.edu

with History M.A. Graduate Coordinator, Dr. Jon Taylor

🔑 **Stay in contact.** Maintain an active *ucmo* email account so we can contact you and check on

∞ CONTACT US ∞

Graduate Coordinator

Dr. Jon Taylor

Wood 112

Jtaylor01@ucmo.edu

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*Information in this handbook supplements
the Graduate Student Catalog.*

*This Handbook does not supersede
the University Graduate Catalog.*

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I. M.A. PROGRAM

A. Graduate School

The Graduate School oversees all the graduate programs in the University and publishes the *Graduate Catalog*. The *Graduate Catalog* is a critical resource for graduate students because it explains the policies and procedures that pertain to each graduate program and the graduate courses that are offered for each program. Students must be admitted to the Graduate School, first, before they are admitted to the History program. The Graduate School certifies that you have completed all requirements for your degree and conducts the graduation ceremony.

Graduate Studies..... 660-543-4729

[UCM Graduate Studies website Website](#)

Email: gradstudies@ucmo.edu

B. History Department

History Program

Wood 136

Phone: 660-543-4404

[UCM History Graduate Program Website](#)

Dr. Jon Taylor, Graduate Coordinator, Wood 112 email:

jtaylor01@ucmo.edu

Dr. Joshua Nygren, Chair, email: nygren@ucmo.edu

M.A. Graduate Coordinator:

Administrative matters concerning graduate study and the department are, in most cases, the responsibility of the Graduate Coordinator. The Graduate Coordinator:

- Responds to all student inquiries about the program through email, office visits or by telephone.
- Reviews all student applications and makes admission decisions for the department.
- Conducts the initial graduate student interview and advises graduate students about department policies and procedures.
- Solicits and assembles the questions and schedules and administers the comprehensive exam.
- Notifies the student about exam results.
- Works with department faculty on determining Graduate Assistantships.
- Maintains the graduate student department Brightspace site and web page and makes announcements concerning graduate students.
- Works with the Graduate Committee on deciding student appeals and petitions.
- Writes program review, assessment and self-study reports.
- Advises the department on matters involving the Graduate Program.

- Assigns the faculty mentor for students in the Enrichment track in consultation with the student and faculty member.

Department Graduate Committee:

- Consists of a minimum of three members of the Department, including the current Graduate Coordinator(s) and is chaired by the Coordinator(s). Advises the Graduate Coordinator on policies and procedures, petitions and appeals.
- Assists the Graduate Coordinator with program development and assessment.

Internship and/or Project Advisor:

- The Project or Internship Advisor is the primary mentor during the internship or project.
- Matters involving the requirements, content, writing and approval of the Project and/or Internship are entirely the concern of the Project or Intern Advisor.

Thesis Advisor and Thesis Committee:

- The Thesis Committee consists of three faculty members from the department, one of whom is Thesis Advisor. (Thesis Committee and the Comprehensive Committee may have a faculty member from outside the department if the student and their advisor wish). Thesis Advisors must have full Graduate Faculty status. Committee members may have full or associate status.

- The Thesis Advisor chairs the Thesis Committee and is the primary mentor during the research and writing of the thesis. Matters involving the content, writing, submission and approval of the thesis are entirely the concern of the thesis committee, to be handled as the Committee sees fit.
- If a question or disagreement arises about the thesis, the student should speak, first, to the Committee member directly involved. If no solution is reached the Thesis Advisor should call a meeting of the entire Thesis Committee to discuss the concern. The Committee should consult with the Graduate Coordinator and, if necessary, the Department Chair, only after the Committee fails to resolve the concern.
- The Thesis Advisor makes sure the student is aware of all deadlines and paperwork for completion of the thesis, both for the Department and Graduate School.
- The Thesis Advisor schedules the Thesis Defense in coordination with the student and Thesis Committee.

C. Financial Aid, GAs, Scholarships, and Awards

Financial Aid

[Link to UCM's Financing Your Education website](#)

[Link to UCM's Applying for Financial Aid website](#)

Graduate Assistantships

- The History Department has one GA position available each academic year. Two letters of recommendation and transcripts are required by the Department.

Contact the Graduate Coordinator for more information.

- Though open to all UCM graduate students, preference for the History GA position will be given to History graduate students.
- There are other GA opportunities across campus.
[Please see the Graduate School for more information.](#)

Graduate Studies Research Funding and Awards

Graduate Student Scholarly Travel Fund

Hosted by Graduate Studies, these funds are awarded to graduate students to attend and participate in scholarly conferences and events that complement the educational experience beyond UCM. These funds aim to promote and encourage high levels of graduate educational and scholarly activity, build networking skills, and obtain discipline content.

To obtain funding, the graduate student must submit a complete application with all required documentation to the Office of Graduate Studies. This award is available to all graduate students seeking degrees at UCM. Students applying for funds need to be enrolled the semester you plan to travel.

Applications will be reviewed in the order received. As funds are available, graduate students, individually or with a faculty lead group with three or more graduate students, may receive one award per semester.

Award levels:

- \$500 for attending events

- \$800 for presenting
- \$2,000 for faculty lead group with three or more graduate students

We are currently accepting applications via the following form: [Graduate Student Scholarly Travel Fund](#).

Graduate Student Scholarly Research Fund

Graduate scholarly funding can help a student's research go a long way. These funds help graduate work and elevate students' work by providing them with access to rare materials and costly equipment. Research grants also provide students the opportunity to build a reputation as committed scholars and forge the connections needed to generate more opportunities once their degrees are completed.

The following worksheet will be useful as you prepare your application: [Graduate Grant Budget Worksheet](#)

We are currently accepting applications via the following form: [Graduate Student Scholarly Research Fund](#).

Graduate Student Achievement Award

Awarded to students displaying high academic achievement and leadership qualities. The award is directly applied to student fees in the semester granted. Graduate Assistants (GAs) are not eligible.

Apply via the [UCM Scholarship Finder](#)

Willard North Research Award

The [Willard North Research Award](#) for Graduate Students is named in honor of Dr. "Will" North, who devoted many years to fostering research activities at the UCM. The awards, available

to graduate students in all disciplines, are supported by the Willard North Endowment Fund, which is part of the UCM Alumni Foundation. Because of Dr. North's professional involvement in teaching psychology and Counselor Education, applications from students in those disciplines are especially encouraged.

Apply via the [UCM Scholarship Finder](#)

Reid Hemphill Outstanding Graduate Student

The [Reid Hemphill Outstanding Graduate Student Scholarship](#) is available through the University of Central Missouri Foundation for a graduate student at UCM. This scholarship is made possible through gifts from Reid Hemphill, and from Ralph and Miriam Hemphill Curran, Don and Nancy Hemphill, and friends and colleagues in memory of Reid Hemphill after his death.

Apply via the [UCM Scholarship Finder](#)

Warren C. Lovinger Graduate Student Scholarship

Beginning in 1980, the [Warren C. Lovinger Graduate Student Scholarship](#) has been named annually at UCM. The award is derived from the earned interest of the contributions made to the Warren C. Lovinger Graduate Scholarship Fund by friends and colleagues of Warren C. Lovinger, 10th President of the University. Applicants must have received an undergraduate degree from UCM prior to June 1 of the year the award is granted and must have completed 60 credit hours of undergraduate credit at UCM. Current graduate students must have a minimum grade point average of 3.75.

Apply via the [UCM Scholarship Finder](#)

UCM and Department Scholarships

1. Alfred E. Twomey Graduate Scholarship in History

The Twomey graduate scholarship is awarded annually. To be eligible, a student must be full-time in good academic standing at UCM, must be pursuing an MA degree in history and must have a minimum overall GPA of 3.25.

Apply via the [UCM Scholarship Finder](#)

II. DEPARTMENT POLICIES AND

A. Admission Requirements

- Minimum overall grade point average of 2.75.
- Minimum grade point average of 3.0 in at least 20 hours of undergraduate history courses.
- Students with less than 20 hours of course work in history may be accepted, but before their program of study is approved, they must have completed 20 hours of approved junior and senior-level undergraduate courses in history with a minimum grade point average of 3.0.
- To be sure your application for admission to the MA program in history is processed for fall semester and that you can schedule an interview with the graduate coordinator before classes begin; it is recommended

that your applications be received by the Department of History Graduate Coordinator(s) no later than April 15th. For admission and interviews for summer or spring semesters, applications it is recommended that application be received no later than November 15th.

B. Department Interview

- All graduate students must arrange an introductory interview with the Graduate Coordinator to discuss their program of study, preferably before they enroll in classes.

C. Program Learning Outcomes

- Demonstrate an understanding of the development of history as a discipline.
- Analyze and evaluate major issues and events in a student's area of specialization.
- Demonstrate competence in primary and secondary research.
- Demonstrate competence in the ability to present research in a professional manner.

D. Program of Study

- At or before the completion of nine hours of graduate credit, the student must meet with the Graduate Coordinator to develop and submit a Program of Study to the Graduate School. The Program of Study declares the graduate courses that will count toward the student's degree. When you meet with a graduate

coordinator to develop your program of study, please bring a list of preferred courses.

E. Master of Arts Areas of Study

Required Graduate Courses for all Areas of Concentration		
Required Graduate Courses		9
HIST 5350 US Colloquium	3	
HIST 5450 World Colloquium	3	
HIST 5400 Historical Methods and Historiography	3	
Graduate Electives in History		5-13
Select one of the following areas of concentration:		8-16
AREA I PRE-DOCTORAL		8-16
HIST 6350 Thesis	4-6	
Graduate Electives	2-12	
AREA II APPLIED		12
HIST 5340 Public History	3	
HIST 5341 Digital Archives and Digital Storytelling	3	
HIST 5500 Public History Internship	3	
HIST 5550 Public History Project	3	
AREA III ENRICHMENT		8-16
HIST 5350 US Colloquium	0-6	
HIST 5450 World Colloquium	0-6	
Graduate Electives	2-10	
MINIMUM GRADUATE HOUR TOTAL		30

- All students must pass a departmental comprehensive examination before completion of their degree.
- Students pursuing the Pre-Doctoral degree must pass a Thesis Defense, before a committee of their Thesis Advisor and two other faculty members (from History or disciplines related to the thesis under consideration).
- Enrichment Area students are required to take four colloquia (1 U.S; 1 World; the rest their choice).
- [Applicable for course credits earned before 2019/2020 Academic Year course renumbering] At least fifteen hours of the approved program must be at the 5000/6000 level. If the approved program of study is more than 30 semester hours, at least fifty percent of the semester credit hours must be at the 5000/6000 level.

F. Comprehensive Exam

The comprehensive exam is a four-hour essay exam that assesses the student's knowledge of issues and events and historiography pertaining to his/her area of specialization. Students take comprehensive exams after completion of all coursework and no later than the semester the student enrolls in HIST 6350, unless special permission is obtained from the Graduate Coordinator and Thesis Advisor. The comprehensive exam committee consists of three (3) faculty members with whom the student took at least one class. Students write two questions from one member of the committee; they write one question from the other two members. Only one member of the comprehensive exam committee may be from outside the department.

Students should:

- Select faculty members to serve on their committee.
- Notify the Graduate Coordinator that they wish to take the exam at least two months in advance of the test date.
- Write their exam between the beginning of the fourth week of the semester and the end of the eighth week of the semester.
- Make final arrangements with the Graduate Coordinator and their Comprehensive Committee for the date of the exam no later than the end of the second week of the semester.
- Bring at least four blue books and pens to the exam.

G. Applied Public History Area

History Internship History 5500

- Public history internships provide students with an opportunity to apply knowledge gained through their academic training in a practical setting working with experienced public history professionals. No two internships are alike and they should be tailored to balance the interests of the student with the needs of the partnering sponsor. A minimum of 120 hours is required to complete an internship.
- Partnering sponsors might include the McClure Archives and University Museum, Johnson County Historical Society, Arrow Rock State Historic Site, Bothwell Lodge State Historic Site, the Central Plains Region of the National Archives in Kansas City, the Harry S. Truman Library and Museum in Independence, the Harry S. Truman National Historic Site, and any other museum, historic preservation agency, historical society, archives, state or regional park, or National Park that documents, presents, and interprets history to the public.

Public History Project History 5550

- History 5550 serves as the capstone course for students seeking an MA in history with the applied history focus. In this course students will work a minimum of 120 hours to complete a public history project. That project may be the creation of a website that features historical content and interpretation, a historical podcast tour of historic sites located in

Jackson County, appraising, arranging, and producing a finding aid for an archival collection, or curating an exhibit at a local museum, like the Johnson County Historical Society. However, the projects are not just limited to these examples. A public history project could involve the development and deployment of historical information to the public in a number of different formats and venues and is not just limited to the institutions referenced above.

H. Thesis

The thesis is a substantial monograph based upon original research that uses both primary and secondary sources. The thesis includes an original historical argument, information drawn from research to support that argument and an explanation of how the argument fits within existing historiography on the topic. A research project of this nature is generally required for admission to a doctoral program in history.

Thesis Manual

- Students in the Pre-Doctoral area of study should consult [the Graduate School's Resources for writing a thesis](#) before they begin writing and preferably before beginning their program of study. The [Graduate School's resource page](#) explains the Graduate School's requirements for the thesis.

Thesis Workshop

- The Graduate School conducts workshops on writing a thesis, but your primary point of contact for your thesis is your thesis advisor.

Thesis Prospectus

- The thesis prospectus is a statement of what and how the student intends to research his/her thesis. [The Graduate School's thesis resource page discusses the general format for the Prospectus.](#) Students should check with their Thesis Advisor for additional requirements. At a minimum the prospectus should be 4-6 pages long and include:
 - Statement of research question and tentative thesis.
 - Explanation of research topic including the primary sources that are the basis for the research.
 - Historiographical summary of secondary source literature on the proposed topic.
 - Statement of methodology: to include the theoretical and/or critical basis for the thesis, and an explanation of how the student plans to approach the topic.
 - An annotated bibliography divided into two sections: secondary sources and primary sources. This is in addition to the 4-6 pages of text.
- The thesis prospectus defense must be completed, and also successfully submitted for approval to the office of

Graduate Studies, before students enroll in thesis hours.

Thesis Committee Conference

- The Thesis Committee meets with the student to discuss any concerns, problems or suggestions pertaining to the thesis prospectus.
- Signatures of all three Committee members are required on the thesis prospectus.
- Submission of the Thesis Prospectus to the Graduate Advisor is required no later than the semester immediately following their comprehensive exam. Copies of the final, signed thesis prospectus are distributed to Committee members and submitted to the Graduate Coordinator for placement in the student's file.

Human Subjects Approval

- Approval is required for all research, including research that involves human subjects. This includes oral history interviews. For more information about *Human Subjects Approval* check with your Thesis Advisor and go online to access the more information at [the Office of Sponsored Programs website.](#)

Thesis Defense

- Allows the student an opportunity to explain his/her thesis to the Thesis Committee and to demonstrate expertise on the thesis topic.
- Consists of all the members of the Thesis Committee, chaired by the Thesis Advisor.
- Provides the opportunity for the student to incorporate final corrections and suggestions from the Thesis Committee.
- Requires the signatures of a majority of the Thesis Committee to approve the thesis.
- Students are required to submit a final, clean copy of their thesis to the Graduate Coordinator for binding. The thesis copy should be printed on 20lb. white paper.

III. STUDENT ENGAGEMENT

A. Departmental Expectations

Graduate study is distinct from undergraduate studies. Graduate students should demonstrate high-quality student work and professional behavior. Your graduate work, written and oral presentations specifically, should by nature be more focused as you specialize in one area of study, and it should always be based on close reading of primary and secondary materials, including original thoughts or critical analysis. As advanced specialists in history, you are now expected to contribute to the knowledge base, not simply remember it. Professional conduct means that you are expected to attend all classes (with limited or no absences), engage in respectful dialogue over ideas and topics, and prepare yourself for employment and advanced studies by participating in activities such as: lecturing in introductory classes, attending conferences and symposia, striving to publish your work, participating in public presentations or through internships (particularly in the case of the public history and archival track) and serving on departmental and university committees. These activities will help build your *curriculum vitae* as you move forward after UCM.

B. Student Organizations

- [Graduate Student Association](#). All graduate students are members of the Graduate Student Association. For more information about the services and opportunities

offered through this association see the *Graduate Catalog*.

- **Phi Alpha Theta.** Phi Alpha Theta is National History Honor Society. All members of the university's Kappa Lambda chapter are recommended by the chapter. For information about Phi Alpha Theta contact faculty chapter Dr. Jessica Cannon at jacannon@ucmo.edu.
- **History Club.** The goal of the University of Central Missouri History Club is to raise awareness of students and community members about the importance and occurrence of historical events and provide a social gathering place for like-minded people to share their passion for history. For more information contact Dr. Francesca Langer at [langer@ucmo.edu](mailto: langer@ucmo.edu).

C. Graduate Student Scholarly Presentations and Awards

University

Graduate Scholars Symposium

UCM students, faculty, and staff from all disciplines are encouraged to present their research and scholarly work at the annual UCM Scholars Symposium at the University of Central Missouri. This symposium takes place during the spring semester each year. The symposium event usually includes:

- oral presentations
- creative works (performances and displays)

- poster displays
- pre-recorded virtual presentations

The goals of the Symposium are to showcase the outstanding quality and diversity of research and scholarship at UCM.

Benefits of presenting at the Symposium

- The presentation can be added to the student's resume.
- The Symposium provides a comfortable environment and a good starting point for a student's professional or scholarly career.
- Provides students with the opportunity to practice and enhance their communication skills.
- Allows students, faculty, and staff to share their projects and scholarly work with the UCM campus.
- No cost to participate.

College of Arts, Humanities and Social Sciences

- The College recognition for Outstanding Graduate Student is awarded to the student who is the College's nominee for the Reid Hemphill Outstanding Graduate Student Award so the requirements are the same.

Department

- The Department awards the "Outstanding Graduate Student Award" each year. Students are recommended on the basis of their academic performance, research and service to the University.

D. Program Assessment

All graduate students must complete a student evaluation of the program before graduation. The Graduate Coordinator will collect the evaluation form from each student when the student has completed all requirements for the degree. Please contact the Graduate Coordinator for information about how to access the questionnaire.

E. Alumni

As a recent graduate your input is valuable to us. We hope you will keep in touch with us. Please send us your current mailing address and let us know about your activities and accomplishments since graduation. We enjoy sharing your news with other alumni through our department newsletter. You may send your mailing address and updates to the Graduate Program Coordinator, Dr. Jon Taylor at jtaylor01@ucmo.edu.

Notes:

GRADUATE FACULTY

WORLD HISTORY

Micah Alpaugh, PhD (University of California, Irvine)

- French Revolution
- Early Modern and Modern Europe
- Atlantic World

Thomas Goldstein, PhD (University of North Carolina)

- German History
- Soviet/Russian History
- Holocaust

Francesca Langer, PhD (University of North Carolina)

Early Modern Atlantic World

History of Mexico

Latin America

Sean Kim, PhD (Harvard University)

- Korean History
- East Asian History
- Religious and Cultural History

U.S. HISTORY

Jessica Cannon, PhD (Rice University)

- U.S. Civil War and Reconstruction
- Nineteenth-Century America
- Military History

Francesca Langer, PhD (University of North Carolina) US Colonial

Joshua Nygren, PhD (University of Kansas)

- Twentieth-Century U.S. History
- Environmental History
- Agricultural History

Jon Taylor, PhD (University of Missouri)

- Public History
- Late 19th and Early 20th Century America
- Missouri History & Truman Presidency

SOCIAL STUDIES

Tina Ellsworth, PhD (University of Kansas)

Social Studies Education

Teaching with Primary Sources

Thesis Prospectus

I. Thesis Proposal Requirements - 4-6 typed, double-spaced pages.

- A. Statement of research question and tentative thesis.
- B. Explanation of research topic including an explanation of primary sources that are the basis for the research.
- C. Historiographical summary of secondary source literature on the proposed topic.
- D. Statement of methodology: to include the theoretical and/or critical basis for the thesis, and an explanation of how the student plans to approach the topic.
- E. An annotated bibliography divided into two sections: secondary sources and primary sources. This is in addition to the 4-6 pages of text.

II. Thesis Committee Conference

- A. Thesis Committee meeting with the students to discuss any concerns, problems or suggestions pertaining to the Thesis Prospectus.
- B. Signatures of all three Committee members required on the Thesis Prospectus.
- C. Submission of the Thesis Prospectus to the Graduate Advisor no later than the semester immediately following his/her comprehensive exam. Copies of the final and signed thesis prospectus should be distributed to all the Committee members.

SAMPLE COURSE SCHEDULE

FIRST YEAR	Applied	Enrichment	Thesis
Fall	Colloquium 3	Colloquium 3	Colloquium 3
	Elective 3	Elective 3	Elective 3
	Elective 3	Elective 3	
Spring	Colloquium 3	Colloquium 3	Colloquium 3
	Elective 3	Elective 3	Elective 3
	Elective 3		Elective 3
Summer	Internship 3	On-line Colloq. 3	Skill Training or On-line Colloquium
SECOND YEAR			
Fall	Public History or Museum Studies 3	Colloquium 3	Elective 3
	Project 3	Elective 3	Elective 3
		Elective 3	
Spring	Historiography 3	Historiography 3	Historiography 3
	Comprehensive Exam	Comprehensive Exam	Comprehensive Exam
Summer			Thesis Prospectus & Research
THIRD YEAR			
Fall			Thesis 6
Total Credits	30	30	30

Electives: Half of all credits earned for the MA degree must be at the 5000/6000 level.

DEPARTMENT COURSES

- Hist 5300 – Missouri History
Hist 5307 – American Colonial History
Hist 5309 – The African-Amer in American History
HIST 5310 Readings in History (1-6)
Hist 5311 – Revolution and Republic
Hist 5314 – Jacksonian America
Hist 5315 – The Civil War and Reconstruction
Hist 5316 – The American Military Experience
Hist 5317 – The Jazz Age and the Great Dep
Hist 5318 – Gilded Age & Progressive Era
Hist 5320 – History of the Westward Movement
Hist 5322 –US History Since 1945
Hist 5323 – Our Times 1980-2008
Hist 5324 – Truman and Civil Rights
Hist 5327 – Afr. Am. Wom, Gen, & Girlhood
Hist 5328 – History of Flight
Hist 5330 – The United States and World War II
Hist 5337 –Nature’s Nation American Environmental History
Hist 5340 – Public History
Hist 5341--Digital Archives and Digital Storytelling
HIST 5351—Special Projects in Public History
Hist 5410—Women in America
Hist 5411 – Renaissance & Age of Exploration
Hist 5412 – Wars of Reformation & Religion
Hist 5414 – Age of French Rev. and Napoleon
Hist 5415 – Revolutionary Europe
Hist 5416 – Europe in Crisis: 1900-Present
HIST 5420—World War I
Hist 5423 – Rule Britannia!
Hist 5431 – Topics in German History
Hist 5432 – Nazi Germany and the Holocaust
Hist 5442 – The Soviet World
Hist 5451 – Imperial Spain 1469-1714
Hist 5452 – Modern Latin America
Hist 5453 – History of Mexico
Hist 5461 – The Rise of Chinese Civilization
Hist 5462 – The Rise of Japanese Civilization
Hist 5463 – Modern China
Hist 5464 – Modern Korea
Hist 5471 – The African Diaspora
Hist 5472 – African History
Hist 5473 – History of South Africa
Hist 5491 – Special Projects World History
[Hist 5310 – Readings in History
Hist 5350 – US Colloquium
Hist 5351 - SP in Public History
Hist 5400 – Historical Methods and Historiography
Hist 5500 - Public History Internship
Hist 5550 - Public History Project
Hist 5551—Special Projects in American History (1-6)
Hist 6305 – Studies in History
Hist 6350 – Thesis

UCM'S
MASTER OF ARTS
PROGRAM
IN HISTORY

Over Fifty Years of Excellence

*University of Central Missouri
Wood 136
Warrensburg, Missouri 64093
660-543-4404*