

**DEPARTMENT OF  
NATIVE AMERICAN STUDIES**

**MASTER'S PROGRAM HANDBOOK**







*Welcome to the*  
■ **Department of Native American Studies** ■  
*Montana State University*



***Geoffrey Gamble, former President, Montana State University***

Geoffrey Gamble hopes to see Montana State University become the "university of choice for Native American students." "There's a passion on our campus for putting together partnerships that truly enrich the lives of all our students while preserving Native culture and opportunities for Native people," he said, sentiments echoed by our current MSU President, Dr. Waded Cruzado.

***Services and events provided by the Department of Native American Studies:***

Annual Phyllis Berger Memorial Lecture • American Indian Council Annual Powwow • Symposia • Community events  
Community outreach • Native student advising • American Indian Student Center • Indian Education For All presentations

***Services and support for Native American Students provided by Montana State University:***

Admissions • Affirmative Action • American Indian Business Leaders • American Indian Council • Career Services  
American Indian Heritage Day • American Indian Research Opportunities (AIRO) • Center for Native Health Partnerships  
Diversity Awareness Office • Engineering Minority Program (EMPower) • Division of Graduate Education  
American Indian Science and Engineering Society (AISES) • Rockin' the Rez • Native American Peer Advisors  
Native American Nurses: Caring for Our Own (CO-OP) • President's Office • University Studies  
Tribal College Librarians Professional Development Institute (TCLI)



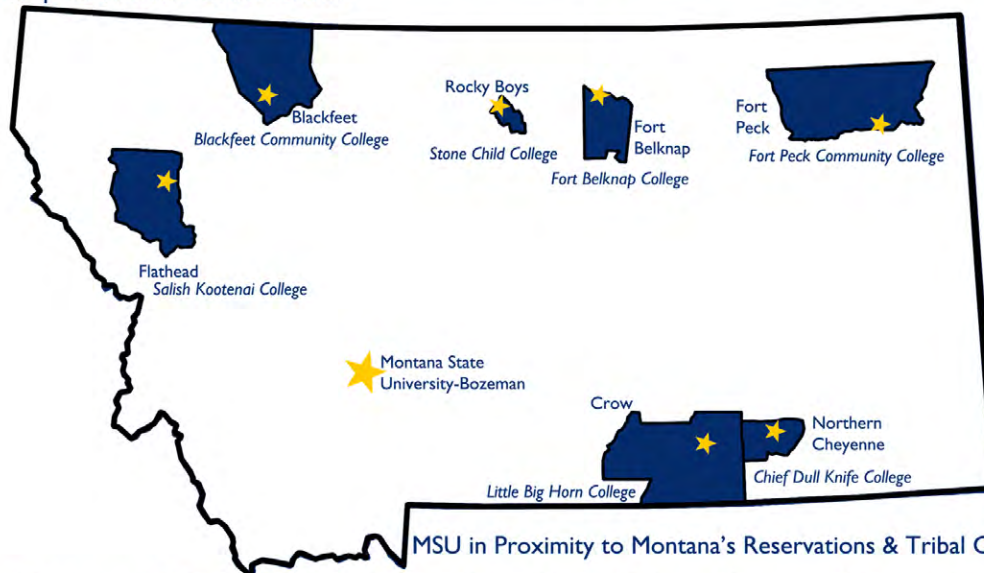
## Some background about **NATIVE AMERICAN STUDIES** at **MSU**

The Department of Native American Studies traces its origins to 1968 when the then president of Montana State University, Bozeman (MSU) hired a counselor/advisor for the growing number of Native students enrolling at MSU. In 1974, the Center for Native American Studies (CNAS) was created and the first courses under the NAS rubric were offered. Since that time, a non-teaching minor in Native American Studies, Graduate Certificate in Native American Studies, and a Masters of Arts in Native American Studies have been established. In 2004, the Center for Native American Studies was granted departmental status by action of the Montana Board of Regents.

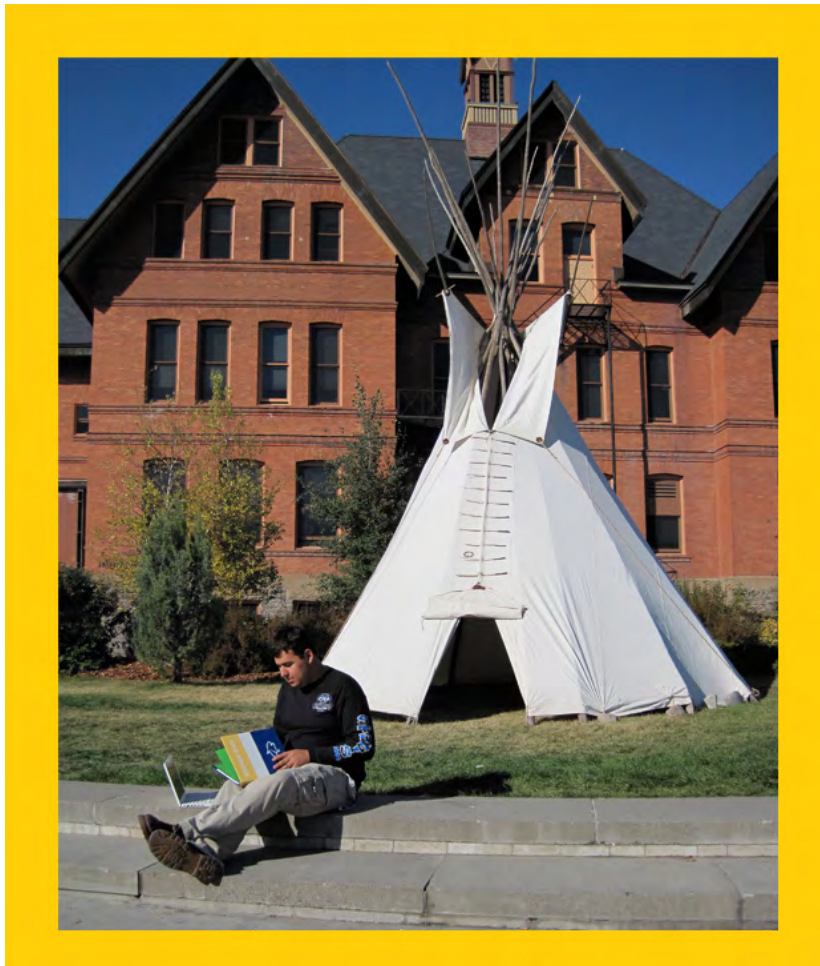
One of the consistencies throughout this time is the dedication of the faculty and staff toward service to Native students. In those 40 years, there have been only three counselor/advisors. The home for Native students has, since the beginning, been Wilson Hall, Room 1, the American Indian Student Center (also called the "Indian Club Room").

The Department of Native American Studies is a part of Montana State University, which came into existence in 1893 and is a public unit of the Montana University System. Among the goals of Montana State University, and Native American Studies Department in particular, is to provide opportunities for American Indian students and communities. MSU welcomes Native American, Alaska Native, Hawaiian/Pacific Islander, Indigenous students of all nations and non-Native students and currently is a host to representatives of more than 53 tribal nations and 15 U.S. states.

The Department of Native American Studies provides indigenous perspective and considers it one of its main tasks to reflect that perspective in all departmental activities and dealings. The Department received accreditation from the World's Indigenous Nations Higher Education Consortium (WINHEC) in 2009. Our WINHEC accreditation acknowledges our Native American Studies program and Department as indigenous and strengthens Native American Studies as an internationally taught discipline, empowering us on our quest for development and self-determination.



The Department of Native American Studies is housed in the College of Letters and Science, one of nine colleges at Montana State University. One of the challenges that is unique to Native American Studies is that we are charged with providing services to the approximately 400 Native students on campus, regardless of their academic home. NAS provides tutorial assistance, short-term loans and counseling services, as well as a welcoming atmosphere and many social events throughout the year via the American Indian Student Center.



Lane Spotted Elk, N. Cheyenne, Accounting

**The policies posted on the online graduate catalog are the final authority on Graduate School policies. If there are any discrepancies between this document and The Graduate School website, The Graduate School website should take precedence.**

See <http://www.montana.edu/wwwcat> to access the latest version of the graduate catalog online.

**Please contact Dr. Kristin Ruppel, Faculty Graduate Coordinator, or Jennifer Woodcock-Medicine Horse, Administrative Graduate Assistant for questions about our program, or assistance with your application.**

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Montana State University  
Bozeman, MT 59717-2340**

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**<http://www.montana.edu/wwwnas>**



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## Core Values of the Department of Native American Studies at MSU

The Native American Studies Department at MSU services a wide variety of constituencies, including the representatives from many different Indian nations who come here as our students. Because of that it is hard to look to or rely on any one nation's value system. Nevertheless, the Department's longstanding commitment to students, communities, and nations—native and non-native alike—has helped craft our core values and principles as international and pan-tribal, if not universal. They cut across various traditions and are at work in our Department.

### ▣ *Honesty* ▣

Honesty in all dealing is a number one principle that the Department operates on.

### ▣ *Generosity* ▣

We cooperate with and serve the community and students, gladly sharing knowledge and resources in our possession. Our faculty and staff members help design various courses for the tribal colleges as well as provide other services at request.

### ▣ *Kindness & Openness* ▣

We try to treat all who come into contact with the MSU-NAS department with kindness and openness acknowledging all people's (and peoples') backgrounds and needs, and respecting the cultures they consider their own. It is our priority to create an atmosphere of friendliness.

### ▣ *Hard Work* ▣

We all work hard to carry out the mission of our department and to achieve its goals in serving students and community and preserving and fostering Native American ways and traditions.

### ▣ *Family* ▣

The value of family in Native cultures is tremendous. That is how Native Americans identify themselves – by their family ties. We recognize the importance of family life and strive to become a family for our students as well. It is of central importance for our Native students, who often have complex familial and community (extended family) responsibilities to attend to. As faculty members, we try to be sensitive to that, and strive to be flexible in our expectations of students when unforeseen circumstances arise.

### ▣ *Spirituality* ▣

Many Native people place a high value on their connectiveness to “that which is greater than self.” These beliefs often form a sense of meaning and purpose, a sense of self and of relationship with “the Supernatural,” however the individual or culture defines it. The Department acknowledges these beliefs and itself honors the Creator in its private and public activities.

### ▣ *Humor & Respect* ▣

In our dealings with each other and with our students, we find that these two core values are two sides of the same coin, which is part of the commerce of human relationship. The foregoing values all work together to create a mutually respectful and safe working, learning, and teaching environment where no one takes himself or herself too seriously.

## **APPLICATION AND ADMISSION for GRADUATE CERTIFICATE & MASTER'S APPLICANTS**

### **Contact the Department of Native American Studies Before Applying**

Please contact the Department of Native American Studies before applying to The Graduate School. NAS will provide prospective students with the necessary information and application forms, as well as guiding them through and supporting them in the process of applying.

### **Contact information for NAS:**

**Email:** Kristin Ruppel, Ph.D.  
Associate Professor, Graduate Coordinator  
[ktruppel@montana.edu](mailto:ktruppel@montana.edu)

**Phone:** (406) 994-3881

**Address:** Native American Studies  
Montana State University  
PO Box 172340  
Bozeman, MT 59717-2340

**Webpage:** <http://www.montana.edu/wwwnas>

**Location:** 2-179 Wilson Hall

### **Online Application Information and Forms to Download**

See <http://www.montana.edu/gradschool/apply.html> for The Graduate School's information on application requirements and procedures, as well as application forms that can be downloaded.

### **Requirements for Admission**

The following are required for admission to the master's program and graduate certificate:

- 1) A bachelor's degree or equivalent from an accredited institution
- 2) A minimum of a 3.0 GPA for at least the last two undergraduate years
- 3) For international students whose first language is not English, a TOEFL (Test of English as a Foreign Language) minimum score of 550 on the paper based test or a 213 on the computer test is also required, or, IELTS (International English Language Testing System) with a minimum band score of 7.0.



### **Documents that must be filed for a complete application**

\*\*\*PLEASE NOTE: All documents, including letters of recommendation are filed electronically with the Graduate School application.

- 1) A completed Graduate School application form (available here: <http://www.montana.edu/gradschool/apply.html> )
- 2) A non-refundable application fee payment of \$60
- 3) Official certified transcripts reflecting all undergraduate and post-undergraduate work, including degrees earned
- 4) Three letters of recommendation, preferably from your faculty.  
(PLEASE NOTE: These recommendation letters are not required for Graduate Certificate applicants)
- 5) A Personal Statement of Interests and Goals outlining the student's particular background and interests in NAS, work and experience related to NAS or Indian communities, as well as goals and objectives in obtaining a master's degree in Native American Studies
- 6) A current vita or resume
- 7) Two academic research writing samples

### **Additional Documents Required for International Applicants:**

International applicants including those from Canada must also include:

- 1) An official degree certificate from each college or university where a degree was earned. It is possible that The Graduate School may require additional verification of degree equivalency from WES (World Education Services <http://www.wes.org> ).
- 2) Official transcripts of any post-baccalaureate work at any US institution
- 3) A photocopy of TOEFL scores if the applicant's first language is not English (The Educational Testing Service will send official exam scores directly to MSU)
- 4) An International Student Financial Certificate

### **Applications Should Be Uploaded Electronically**

Application materials should be uploaded via the Graduate School application portal: <http://www.montana.edu/gradschool/apply.html>

All required documents must be received before an application will be reviewed.

If you have any questions, please do not hesitate to contact:

Dr. Kristin Ruppel at [ktruppel@montana.edu](mailto:ktruppel@montana.edu) or

Jennifer Woodcock-Medicine Horse at (406) 994-3881 or [jwoodcock@montana.edu](mailto:jwoodcock@montana.edu).

### **Application Deadlines**

Successful NAS MASTER'S candidates enroll in fall semester to take advantage of required foundational courses. We encourage prospective students to submit their applications according to the following deadlines:

#### **For Domestic Students**

Fall Semester	May 10
Spring Semester	November 15 ( <i>Graduate Certificate students only</i> )
Summer Semester	March 15 ( <i>Graduate Certificate students only</i> )

#### **For International Students**

Fall Semester	April 15
Spring Semester	September 15 ( <i>Graduate Certificate students only</i> )
Summer Semester	February 1 ( <i>Graduate Certificate students only</i> )

Please note: The deadlines for submission to The Graduate School are somewhat later than those required by NAS. The deadlines for submission to The Graduate School refer to the date applications are due after an evaluation by NAS faculty and their recommendation to The Graduate School.

### **Review and Recommendation Process**

The NAS Graduate Admissions Committee, chaired by the Faculty Coordinator of Graduate Studies, will review and evaluate each application. The Committee shall reach a general consensus on each application and make a recommendation to the NAS Department Chair. The NAS Department Chair shall then notify The Graduate School with one of the following recommendations:

- 1) Admission with regular standing
- 2) Admission with provisional standing
- 3) Denial of admission.

Please note: The Dean of the Graduate School has the power of final decision with regard to each applicant.

### **Provisional Admission**

Provisional admission *may be granted* to an applicant who demonstrates potential for effective graduate work even though the student's record is deficient in some area, such as a GPA lower than 3.0, but above 2.75, poor performance the last two years of undergraduate study, low GRE scores, or a major change in area of specialization. Please note that Provisional Admission is not guaranteed.

A provisionally admitted student will be informed in a letter from the Graduate School Dean of the specific requirements she/he must meet to be granted full graduate status. NAS will determine whether the student has met these requirements during the probationary period. The Graduate School Dean must approve a recommendation to grant full graduate status to a provisionally admitted student. A provisionally admitted student who does not meet the specified requirements in the time allotted can be suspended without the probationary period accorded to students with full graduate standing.



## INTRODUCTION AND OVERVIEW of the GRADUATE CERTIFICATE in NATIVE AMERICAN STUDIES

<http://btc.montana.edu/courses/asp/credit.aspx#NASX>

### ***Description of Online Graduate Certificate Courses***

#### **NASX 530-801: Federal Indian Law and Policy**

3 graduate credits / \$ 835.05 (cost subject to change) • Course Description:

This course is aimed at a conceptual understanding of Native American law and policy. Native American law is in a sense the most all-encompassing of any field of law, as it necessarily entails the study of federalism and the federal system, international law, the full span of American (and colonial) legal and political history, criminal and civil law and jurisdiction, administrative law, civil rights, the Commerce Clause, the Treaty Power Clause, the First Amendment, resource rights, trust law, and economic development. The course will explore the divisions and contentions among Indian, federal, state and international authorities. While a historical perspective is integrated into the semester, we will primarily focus on the current era of tribal/federal and tribal/state policy and law. This course will not take a chronological approach but will seek to examine and analyze concepts such as the doctrine of discovery, assimilation, plenary power, aboriginal title, restorative justice, natural or tribal law and others.

#### **NASX 550-801: Native America: Dispelling the Myths**

3 graduate credits / \$ 835.05 (cost subject to change) • **Course Description:** This course is designed around a series of assumptions—"myths"—commonly held by non-Indians and sometimes Indians alike. When unexamined, these assumptions undermine our ability to communicate across cultures, and ultimately form the basis for some of the worst forms of racism and stereotyping, even between neighbors. Through assigned readings and videos, online conversations with fellow students, and creative projects, we will wrestle with these preconceptions while learning the most basic elements of American Indian history. Teachers who need training to fulfill Montana's Indian Education for All mandate will especially benefit from taking this course.

#### **NASX 551-801: American Indian Art Survey**

3 graduate credits / \$ 835.05 (cost subject to change) • **Course Description:** Explore the functions and purposes of the unique arts of North American indigenous peoples by culture area, in both the past and the present, within the overlapping contexts of culture area politics, cosmology, religion and spirituality, and gender.

#### **NASX 552-801: Indigenous Nations of Montana**

3 graduate credits / \$ 835.05 (cost subject to change) • **Course Description:** This course is a graduate level introduction to Montana's contemporary Indigenous Nations, with a summary overview of Montana's PaleoIndian prehistory and post-contact history. Students explore the traditional culture and history of each Montana tribe, and focus on the contemporary life and issues pertinent to each tribe.

**NASX 553-801: Indigenous Literature and the West**

**3 graduate credits / \$ 835.05 (cost subject to change)** • Course Description: This course will familiarize us with Native American and First Nations literature and its relation to the American and Canadian West. Supplemental readings from classic American literature, historical non-fiction, and film will be used to challenge or reflect upon what we mean when we refer to the “West,” both as a place or an evolving ideal. We will seek to retrace the creation of the Western mythos while placing Indigenous perspectives and literature at the center of our discussions. This juxtaposition will highlight the intersections of an Othering gaze and an internal gaze, ancient myths and modern myths, a storied place and a storied homeland.

**NASX 591-801: Indian Education for All: A Model for Culturally Responsive Pedagogy in Practice**

**3 graduate credits / \$ 835.05 (cost subject to change)** • Course Description: This course will explore the goals and evolution of Indian Education for All (IEFA) within a multicultural education framework, and discuss how educators are best prepared to implement this transformative educational policy. It will examine the historical, political, and cultural forces that foster systematic disparities based on ascribed characteristics, and critically examines strategies for addressing such disparities. It highlights Montana’s constitutional commitment to the cultural heritages of American Indians, which exemplifies the practical application of multicultural education

*ALSO ACCEPTED:***EDCI 540-801: American Indian Studies for Educators**

**3 graduate credits / \$ 910.05 (cost subject to change)** • Course Description: To equip teachers with the skills, knowledge, and dispositions to meet Indian Education for All or state certification requirements. Instruction pertains to the history, traditions, values, beliefs, languages, educational policies, learning styles and contemporary affairs of American Indians, particularly tribal groups in the Northern Plains Region

**INTRODUCTION and OVERVIEW of the NAS MASTER’S PROGRAM**

The Department of Native American Studies (formerly the Center for Native American Studies) at Montana State University has a long history of and solid commitment to providing high quality education both for and about American Indians. As part of this mission, the Department proudly established a master’s program in Native American Studies in 2000. This program is diverse and designed to meet a variety of interests and needs. There are two options to accommodate varying student academic concentrations and goals. NAS offers a thesis option, which is generally intended for students whose interests are primarily academic and may plan on eventually entering a doctoral program. In addition, there is a professional paper/project option, which is primarily oriented toward students who hope to advance in such professions as tribal government, Indian education, public health and the like. Projects have included web sites and documentary films, for example. If considering advancing to a doctoral program, it is highly advisable to consult their admission requirements prior to selecting the professional paper/project option.

Faculty members in Native American Studies have a range of backgrounds and expertise, including American Indian education and tribal colleges, Federal Indian law, Native American literature and art, gender issues in Native American Studies, contemporary political and social issues



in Indian Country, and Indians of Montana. In addition, NAS has an endowed chair in Native American Studies that is filled for three-year terms by American Indian scholars of strong national reputation.

Students are provided with a strong, underlying foundation through NASX 505, 540 and 541, "Proseminar in Native American Studies", "Theoretical Positions in NAS" and "A Critical Approach to NAS Methodologies." Students are also required to take NASX 530, "Federal Indian Law & Policy," for the historical background of colonization, reservations, and federal policies' impact on Indian people, as well as the repercussions of federal Indian law on American Indian people today. Students can then choose from electives in tribal government, contemporary issues affecting Indian Country, Indians in higher education, sacred ecologies, gender issues and American Indian literature. Students are also free to take classes from a variety of other disciplines to fit their particular interests and needs.

The NAS department also offers opportunities for independent study (NASX 592) and internships (NASX 598). The department strongly encourages all MA students to pursue a semester or summer-long internship on a reservation or, alternatively, with an organization that serves Native populations. NAS faculty and staff are currently developing internship possibilities with the intent of making this a requirement of the NAS MASTER'S program by fall 2014. Language study is also a developing option, especially for those students who pursue reservation-based internships. See [http://www.montana.edu/wwwdg/cat\\_internships.html](http://www.montana.edu/wwwdg/cat_internships.html) for The Graduate School's internship credit requirements.

NAS MASTER'S students work closely with faculty in this program and receive the highest possible individual attention; classes are generally no larger than 10-20 students. The Faculty Coordinator of Graduate Studies provides advising to graduate students until they have selected an advisor and graduate committee. At each stage of the process, graduate candidates will be given the support and advice necessary to successfully complete their program. The estimated time from entry to graduation from the master's program is approximately two years.

The department offers competitive Graduate Teaching Assistantships providing both teaching experience as well as financial support. Graduate Teaching Assistants will be given the necessary instruction, mentoring, and advice necessary to teach NASX 105, "Introduction to Native American Studies."

One of the other strong points of the NAS master's program at MSU is the close proximity and strong ties to the Indian communities in Montana. Montana State University has an American Indian Council, a chapter of A.I.S.E.S. (American Indian Students in Engineering and Science), AIRO (American Indian Research Opportunities), COOP (Caring for Our Own Program) Native Nursing program, and a number of other American Indian organizations. Our annual Berger Lecture brings in scholars of national and international reputation in the field. Each year Native American Studies supports the undergraduate American Indian Council's hosting of a powwow in the spring. And there are many other Native American academic and cultural events throughout the year.

Overall, we are committed to providing students with the highest quality graduate education in Native American Studies that we possibly can.

## REGISTRATION, TUITION, HOUSING & ORIENTATION

### REGISTRATION & TUITION

The dates for registration each semester are published in the Schedule of Classes that is printed prior to registration and is available from the Registrar's Office, and online here: <http://calendar.msu.montana.edu/registration-deadlines> . Before the beginning of each semester, The Graduate School mails acceptance letters to new students who have been accepted for admission, and the Registrar's Office mails letters to former students who have submitted Intent to Register forms. Information on registration and course offerings is also provided in the Schedule of Classes, available here: [https://atlas.montana.edu:9000/pls/bzagent/bzskcrse.PW\\_SelSchClass](https://atlas.montana.edu:9000/pls/bzagent/bzskcrse.PW_SelSchClass) .

To register after the regularly scheduled registrations, students should report to the Registrar's Office for instructions. Students who register after the regularly scheduled registration day(s) will be charged a late registration fee of \$40. Students who are permitted to register and pay fees after the 15th class day will be required to pay an additional \$40, i.e., a total \$80 in late fees.

Please be aware that MSU requires all students to show proof of current immunization against the vaccine-preventable diseases measles, mumps, rubella, diphtheria, and tetanus. A current skin test for tuberculosis is also required. **Students will not be permitted to register for classes until Student Health Service receives these verifications.** Contact MSU Student Health Service at (406) 994-2311.

### **Payment of Graduate Student Fees**

Tuition and fees can be found in the Expenses section in the online Undergraduate Catalog at [www.montana.edu/wwwcat/expenses/exp2.html](http://www.montana.edu/wwwcat/expenses/exp2.html) . Current tuition and fee schedules also are available from the MSU Business Office.

### **Residency Requirements for Fee Purposes**

Residency for fee purposes is determined by the regulations set forth by the Board of Regents. The Graduate School reviews the residency status of each newly accepted graduate student and follows the general guidelines outlined by the Office of the Registrar's Residency Policy at <http://www.montana.edu/wwwcat/academic/acad1.html> . Petitions to appeal assigned residency status or to request a change of status are handled by the MSU Registrar's Office at (406) 994-6650. **The NAS Department STRONGLY recommends that students promptly initiate obtaining residency for financial reasons; in-state tuition is significantly less.**

### HOUSING

Accommodations are available, both single and family housing, for graduate students attending MSU-Bozeman. Refer to the Family & Graduate Housing website at <http://www.montana.edu/fgh/services.php> or write to Family & Graduate Housing, 1502 W. Garfield Street, Bozeman, MT 59715, or phone them at (406) 994-3730.

### ORIENTATION

#### **General Graduate School Orientation**

Orientation for new graduate students is held three times a year on the MSU campus, in the fall, spring and summer. Orientation includes a New Graduate Student Welcome Dinner. New



graduate students, including those that were MSU undergraduates, are encouraged to attend. Students are assessed a non-waivable fee of \$45, to cover orientation costs the first term they register, whether they attend orientation or not.

### **Graduate Studies Teaching Assistant Orientation**

A separate orientation is held for new graduate teaching assistants (GTAs) at the beginning of fall and spring semesters. **Attendance is required of every student planning to serve as a graduate teaching assistant.**

### **Departmental Orientation**

During the first month of the semester, the NAS Graduate Coordinator will meet with new students. Students are invited to consult with the Graduate Coordinator at any time concerning any questions about the department or program. Sometime during the first month of the semester, the Department of Native American Studies will sponsor an informal gathering of all available graduate students and faculty.

### **Departmental GTA Orientation**

During the first week of classes, the GTA Supervisor and the NAS Graduate Coordinator will meet with the NAS GTAs as a whole and individually. GTAs will attend regular meetings throughout the semester to discuss how classes are going and any issues that may arise.

## **COURSEWORK:**

### **Required Core Courses**

NAS has four required core courses that each graduate student must complete:

- 1) NASX 505, Proseminar in Native American Studies
- 2) NASX 530, Federal Indian Law and Policy (offered every spring semester)
- 3) NASX 540, Theoretical Positions in Native American Studies (offered every fall semester)
- 4) NASX 541, A Critical Approach to NAS Methodologies (offered every spring semester)

### **Description of Courses**

#### **NASX 405 Gender Issues in Native American Studies**

Compare and contrast the social construction of gender in Native American cultures and Euroamericans. Explore role of women, men and "two-spirit" gender of early North American Indigenous societies. Analyze the impact of European colonization on traditional roles and examine contemporary gender issues.

#### **NASX 415 Native Food Systems**

Examination of indigenous practices and beliefs focusing on the food systems of the Native Americans, using comparative data from across time and place. Of specific interest are dynamic connections between native foods and the health of people and place, both traditionally and in societies affected by colonization and rapid cultural change.

#### **NASX 430 American Indian Education**

Historical development and contemporary directions in American Indian education, values and assumptions inherent in programs devised at the state and federal levels and their results, the

cultural basis of Indian education, and selected materials appropriate to the various educational levels.

**NASX 440 Montana Indian Literature**

Examination of literature written by and about Native American peoples in Montana. Emphasis on the changing status (function and value) of such writing and on social and political analyses of texts and writers, including Earling, McNickle, Mourning Dove, and Welch.

**NASX 450 History of American Indians**

Indian affairs in America from 1600-1970. Emphasis on white reaction to the American Indians and the effect of the European invasion on Indian culture.

**NASX 500 Seminar**

Topics offered at the graduate level that are not covered in regular courses. Students participate in preparing and presenting discussion material.

**NASX 505 Proseminar in Native American Studies**

This course is a Graduate introduction to Native American Studies.

**NASX 520 Feminist and Gender Theories in Native American Studies**

Exploration of feminist theories and gender issues pertinent to the field of Native American Studies. In depth analytical critique of these theories and of Native American feminist and gender theories.

**NASX 521 Tribal Government: Yesterday and Today**

Examination of the complexities of American Indian tribal government organizations, their histories, and the unique relationship between the Federal government and American Indian tribes. The course highlights several models of both traditional and contemporary tribal governance systems.

**NASX 523 American Indians and Minorities in Higher Education**

Examination of the history of Indians and minorities in higher education, tribal colleges and their place in higher education, and faculty and students of color in higher education.

**NASX 524 Contemporary Issues**

Investigation and analysis of a variety of contemporary issues in Indian Country. Possible topics include sovereignty; blood quantum, enrollment, and other identity issues, tribal colleges; gaming; and natural resource issues.

**NASX 525 Indigenous Philosophies of Sacred Ecologies**

Examination of indigenous philosophies of sacred ecologies, contrasting native views with those held by Europeans regarding the natural world. The course also traces the impact of historical colonialism in the environment up to contemporary conflicts over sacred sites and environmental resources.

**NASX 530 Federal Indian Law and Policy (available both in-person and online)**

Advanced analysis of theories, doctrines, case law, and legislation with a focus on key legal and policy concerns for contemporary Native Americans including treaties, criminal jurisdiction, land, environmental regulation, water rights, fishing and hunting, child welfare, gaming, taxation, repatriation, and religious freedom.

**NASX 540 Theoretical Positions in Native American Studies**

An introduction to the central concepts of the academic discipline of Native American Studies and several of the theoretical paradigms operative within it. Students will gain comprehensive knowledge of the contributions of Native American Studies to theoretical understandings within, across, and beyond dominant academic disciplines.

**NASX 541 A Critical Approach to Native American Studies Methodologies**

A critical survey of the interdisciplinary approaches used in NAS grounded in a sociopolitical context with emphasis on ethical questions raised by research of Native Americans. Students receive individual attention toward formulating an effective methodology for their final master's project.

**NASX 550-801 Native America: Dispelling the Myths (online course)**

This course is designed around a series of commonly held assumptions or "myths". When unexamined, these assumptions undermine our ability to communicate across cultures, and ultimately form the basis for some of the worst forms of racism and stereotyping. We wrestle with these preconceptions while learning the most basic elements of American Indian-which is to say American-history.

**NASX 551-801 American Indian Art Survey (online course)**

Exploration of the functions and purposes of the unique arts of North American indigenous peoples by culture area, in both the past and the present, within the overlapping contexts of culture area politics, cosmology, religion and spirituality, and gender.

**NASX 552-801 Indigenous Nations of Montana (online course)**

This course is a graduate level introduction to Montana's contemporary Indigenous Nations, with a summary overview of Montana's PaleoIndian prehistory and post-contact history. Students explore the traditional culture and history of each Montana tribe, and focus on the contemporary life and issues pertinent to each tribe.

**NASX 553-801 Indigenous Literature and the West (online course)**

This course will familiarize us with Indigenous literature and its relation to the American and Canadian West. We will seek to retrace the creation of the Western mythos while placing Indigenous perspectives and literature at the center of our discussions.

**NASX 560 Native American Literary Tradition**

Investigation and analysis of both contemporary and oral traditions in American Indian Literature.

**NASX 560 Native American Literary Tradition (online course)**

Investigation and analysis of both contemporary and oral traditions in American Indian Literature.

**NASX 575 Professional Paper**

Research dealing with a specific topic in the field. Professional paper credits usually go toward a terminal MASTER'S degree, and are not necessarily an original contribution to knowledge. The student and his or her major advisor and graduate committee must mutually agree upon the topic.



**NASX 589 Graduate Consultation**

This course may be used only by graduate students who have completed all of their course work and their theses, if on a thesis plan, but who need additional faculty or staff time and assistance.

**NASX 590 Master's Thesis**

Research that is an original contribution to knowledge. Thesis credits go toward a research-oriented master's degree. The student and his or her major advisor and graduate committee must mutually agree upon the topic.

**NASX 591 Special Topics**

Courses not required in any curriculum for which there is a particular one time need, or given on a trial basis to determine acceptability and demand before requesting a regular course number.

**NASX 592 Independent Study**

Graduate level directed research and study on an individual basis.

**NASX 598 Internship**

An individualized assignment arranged with an agency, business, or other organizations to provide guided experience in the field.

**Courses in Development and Future Graduate Courses**

Please also note that graduate electives are continually being developed, so students should consult the "Graduate Courses" website accessible from the NAS homepage, as well as the NAS Graduate Coordinator or their advisors before registering each semester.



Dancers, MSU 30<sup>th</sup> Annual AIC Powwow



Dancers, MSU 33<sup>rd</sup> Annual AIC Powwow

American Indian Council students volunteering at the annual International Food Bazaar



**Calculation Of Necessary Credits For Graduation Under Thesis Option:**

**Calculation of Course Credits for Thesis Option**

NASX 505	Proseminar in Native American Studies	3 credits
NASX 530	Law	3 credits
NASX 540	Theories	3 credits
NASX 541	Methods	3 credits
NASX Electives	Any one 500 level courses from NAS	3 credits
Elective	Any two graduate elective, which can be selected from NAS courses, courses from other departments, and/ or up to 4 credits of NASX 592 or 598.	6 credits
NASX 590	Thesis	<u>10 credits</u>
		<b>31 credits total</b>

***Minimum Required Course Credits for Thesis Option***

- 1) A total of 31 credit hours is required.
- 2) NASX 505, 540, 541, and 530 are required courses.
- 3) Two other NAS courses at the level of 500 or above.
- 4) A minimum of half the total required credits (16 credit hours) must be at the 500 level.
- 5) A minimum of 25 credit hours must be in NAS. This means that only 6 credit hours out of 31 (generally, 2 courses if they are 3 credits each) can be taken from other departments for credit toward graduation.
- 6) 10 thesis credit hours of NASX 590 are required.
- 7) A maximum of 4 credits of NASX 592 "Independent Study" is allowed.
- 8) The combined total of NASX 592 and 598 cannot exceed 1/3 of total credits, or 10 credits maximum.

**SEMESTER COURSE LOAD FOR THESIS OPTION  
TO GRADUATE IN 2 YEARS**

<b>1<sup>st</sup> Semester</b>	<b>2<sup>nd</sup> Semester</b>
<ul style="list-style-type: none"> <li>• NASX 505 Proseminar</li> <li>• NASX 530 Law</li> <li>• 1 Electives (3.0 credits)</li> </ul>	<ul style="list-style-type: none"> <li>• NASX 540 Theories</li> <li>• NASX 541 Methods</li> <li>• 1 Elective (3.0 credits)</li> </ul>
<b>3<sup>rd</sup> Semester</b>	<b>4<sup>th</sup> Semester</b>
<ul style="list-style-type: none"> <li>• 1 Elective</li> <li>• NASX 590 Thesis (4.0 credits)</li> </ul>	<ul style="list-style-type: none"> <li>• NAS 590 Thesis (6.0 credits) (Students must register for a minimum of 3 credit hours the semester of graduation.)</li> </ul>



**Calculation Of Necessary Credits For Graduation Under Professional Paper/Project Option:**

**Calculation of Course Credits for Professional Paper/Project Option**

NASX 505	Proseminar in Native American Studies	3 credits
NASX 530	Law	3 credits
NASX 540	Theories	3 credits
NASX 541	Methods	3 credits
NASX Electives	Any two 500 level courses	6 credits
Electives	Two other elective courses which can be selected from a combination of NAS courses, courses from other departments, up to 6 credits of NASX 592 or NASX 598, except the maximum number of credit hours from NASX 592 or NASX 598 collectively is 10.	6 credits
NASX 575	Professional Paper	6 credits
		30 credits total

***Minimum Required Course Credits for Professional Paper/Project***

- 1) A minimum total of 30 credit hours is required.
- 2) NASX 505, 530, 540, and 541 are required courses.
- 3) Two NAS courses at the level of 500 or above are required.
- 4) A minimum of 18 credit hours must be in NAS. This means that a maximum of 12 credit hours can be taken from other departments.
- 5) A minimum of 15 of the required credit hours must be at the 500 level.
- 6) 6 credits of NAS 575 "Professional Paper" are required.
- 7) A maximum of 6 credits of NASX 592 "Independent Study" is allowed. Please note, however, that the maximum total credit hours allowable from NASX 592 and 598 cannot exceed 1/3 of the total credits required which means the total cannot exceed 10 credit hours.
- 8) A maximum of 6 hours of NASX 598 "Internship" is allowed. Remember, however, that the combined number of credit hours from NASX 592 and 598 cannot exceed 1/3 of the total credits required which means the total cannot exceed 10 credit hours.

**SEMESTER COURSE LOAD FOR PROFESSIONAL PAPER/PROJECT OPTION  
TO GRADUATE IN 2 YEARS**

<b>1<sup>st</sup> Semester</b>	<b>2<sup>nd</sup> Semester</b>
<ul style="list-style-type: none"> <li>• NASX 505 Proseminar</li> <li>• NASX 530 Law</li> <li>• 1 Electives (3.0 credits)</li> </ul>	<ul style="list-style-type: none"> <li>• NASX 540 Theories</li> <li>• NASX 541 Methods</li> <li>• 1 Elective (3.0 credits)</li> </ul>
<b>3<sup>rd</sup> Semester</b>	<b>4<sup>th</sup> Semester</b>
<ul style="list-style-type: none"> <li>• 3 Electives (3.0 credits each)</li> </ul>	<ul style="list-style-type: none"> <li>• 1 Elective</li> <li>• NAS 575 Professional Paper (6.0 credits) (Students must register for a minimum of 3 credit hours the semester of graduation.)</li> </ul>

### **General Criteria**

There are four kinds of courses whose credits *may* transfer to an NAS master's program. A combination of these types of courses may apply, up to a maximum of one-third of the total course credits necessary for the NAS MASTER'S program (i.e. up to 10 credits).

- 1) Graduate courses taken while enrolled in a graduate program at another institution
- 2) Graduate courses taken previously under degree status at MSU.
- 3) Graduate courses taken at MSU under non-degree status
- 4) Graduate courses taken as reserved credits while at MSU as an undergraduate

### **Transfer Credits**

In order to transfer credits from courses in any of the four categories described, the following criteria must be met.

- 1) The course must be acceptable to the student's MSU graduate committee and applicable to the NAS master's program.
- 2) A grade of "B" or higher must have been received for the course. Pass/ fail courses or non-traditionally graded courses will not be accepted for transfer.
- 3) An official transcript listing the transfer credits must accompany the Program of Study. If applicable, the transcript will be obtained from the student's application file by the staff of The Graduate School.
- 4) Correspondence courses are not acceptable or allowed.
- 5) Courses must not be more than six (6) years old for master's students.

*Please note: **No more than one-third (1/3)** of the total number of required credits of coursework for the degree may be transferred.*

### **Graduate Courses Taken at Another Institution**

If the course was taken at another institution, the student must have been admitted to a graduate program there and must have met admissibility requirements at MSU at the time the course was taken. (Generally a 3.0 undergraduate GPA based on a 4.0 grading system is required.) The Graduate Vice Provost determines admissibility.

### **Non-Degree Transfer Credits**

A maximum of nine (9) credits taken as a non-degree graduate at MSU (depending on the student's admissibility at the time the credits were taken) may be transferred into a graduate program, with the approval of the student's committee and the Graduate Vice Provost.

### **MSU Undergraduate Transfer Credits**

For credits taken as an undergraduate at MSU to transfer, these credits must have been reserved by petition at the beginning of the classes for which transfer credit is sought. **Retroactive petitions will not be approved.** Moreover, if credits are reserved from a class taken as an undergraduate, the class may not be repeated or its use challenged as part of a graduate program. A maximum of nine (9) credits taken as an undergraduate at MSU may be reserved for use on a graduate program.

### **Requirements and Restrictions Regarding Coursework Counting Toward Graduation**

- 1) 300 level courses, including 300 level NASX courses, are not allowed.
- 2) 400 level courses in NAS and other departments are generally allowed (with the exception of those numbered 490R, 492, and 494). [Please note: 400 level courses taken as an undergraduate at MSU that were not reserved and used toward the undergraduate degree requirements will not count toward graduate requirements.]
- 3) A minimum of half the required credit hours must be 500 level courses.
- 4) The combined total of NASX 592 and 598 cannot exceed 1/3 of the required credit hours; therefore, the combined total of NASX 592 and 598 cannot exceed 10 credit hours.
- 5) 589 (Graduate Consultation) courses **do not count** toward graduation.
- 6) No more than 3 credit hours of pass/fail are allowed (excluding thesis hours).
- 7) Reserved credit from non-degree status is limited to a maximum of 9 hours.
- 8) Transfer credit is limited to 1/3 of the total credits required for the degree, which translates into a maximum of 10 credit hours.
- 9) Course work used as part of required credits cannot be more than 6 years old at the time of graduation.
- 10) PLEASE NOTE: If changing from Thesis option to Professional Paper option, NASX 590 credits can be substituted. HOWEVER, if converting from Professional Paper to Thesis option, NASX 575 credits MAY NOT be converted to satisfy Thesis credit requirements.**

### **Course Load Generally**

9 semester credit hours (usually the equivalent of three classes) is considered a full-time graduate course load. 9 credit hours per semester will provide sufficient credits to complete required coursework for the MA in two years.

Students may petition The Graduate School to take 15 credit hours in a semester if they are not working as GTAs/GRAs or for 12 credit hours if they are GTAs/GRAs. However, NAS strongly advises against taking more than 9 credit hours in any one semester. For some students, such as GTAs or those who must work substantial hours at an outside job, 9 semester credits may be too much. Also, some students may decide to take only 6 hours the first semester while adjusting to the demands of graduate study. We encourage students to finish in 2 years, but understand that may be difficult for some.

To graduate in two years, students need to take 9 credit hours each fall and spring semester for two years. Even if fewer credits are taken in any given semester, the difference can be made up in independent study, internship, thesis hours, or professional paper hours during the summer. Or, students may take an extra semester beyond the two years to finish. Please be advised, as a matter of policy, and to encourage timely completion of the MA, NAS will not fund students as GTAs for more than four semesters.



## OTHER REQUIREMENTS FOR MASTER'S DEGREE

### **Selecting an Advisor and Committee Members**

**By the end of each student's second semester**, she/he must file an official Graduate Program of Study and Committee Form with The Graduate School indicating the chosen advisor, committee members, and planned Program of Study. Students are encouraged to choose an advisor and committee members earlier than the official deadline if possible.

Choosing an advisor and committee members is a big step in a student's program. Each student is encouraged to visit with all NAS faculty members, even if she/he is not taking a class from them, in the first semester. This process offers a chance to get to know the faculty and their interests so that students can choose those individuals whose subjects of expertise will be valuable to the student's proposed research. The choice of an advisor is particularly important. The advisor will have the most input and advising authority throughout a student's graduate career. In addition, the advisor has the final say on the approval of the thesis or professional paper. Faculty members should not approach students and propose themselves as advisors; the choice should be freely initiated and made by each student.

Students should meet with their advisors on a regular basis, usually at least once a month. These meetings and the general nature of how students work with advisors can be highly individualized, depending on the agreement between each student and advisor as to how they wish to work together. Generally, however, students should consult with their advisors every semester prior to registration and before filling out the Program of Study. Graduate advisors will assist students in deciding when they are ready to take the comprehensive exams, as well as when their theses or professional papers are complete and ready to file for graduation.

Committees may be comprised of 3 to 5 members. NAS master's candidates must select an advisor from the Department of Native American Studies at MSU who is tenured or tenure-track. Other members of the committee can be NAS tenured, tenure-track or adjunct professors, NAS professors emeriti, MSU faculty from other departments, faculty from other universities, and non-academic experts, but must be approved by the department head of NAS. A majority of committee members must be from MSU, and only one committee member may participate in committee meetings via teleconference. Exceptions to this rule may be petitioned through the NAS Department and The Graduate School. However, it is in the student's best interest to limit the number of committee members who may be difficult to schedule for meetings. In some cases, with the approval of the NAS department head, these types of individuals can co-chair the student's committee. However, the other chair must meet the requirements listed in the above paragraph.

Graduate committee members should provide advice and input related to their subjects of expertise, and relevant to their advisee's project; participate in developing and evaluating the comprehensive exams; read the thesis or professional paper and give feedback on it in a timely fashion; as well as provide other forms of academic support. Students will probably want to meet with their committee members individually at least once a semester to update them on progress.

Students must meet with all of their committee members several times, especially prior to major steps in their programs, such as before the prospectus defense, or defending the thesis or professional paper.

The Program of Study and Committee Selection form can be obtained from the NAS office or downloaded <http://www.montana.edu/gradschool/forms.html>.

The student has a right to make changes in her/ his committee, even after the Program of Study is filed. (However, The Graduate School will **not** approve a change in committee membership based solely on inability to schedule meetings at the last phase of a student's program.) A Graduate Committee Revision form can be obtained from the NAS office or the web address listed above.

### **Submitting A Program of Study**

A Graduate Program of Study and Committee Form must be submitted by the end of a student's second semester in the master's program. Students who do not turn in their committee selection and Program of Study by the end of their second semester become ineligible for financial assistance, including Graduate Teaching Assistantships, and may be placed on academic probation. All committee members as well as the head of the NAS Department must approve the Program of Study. Students who have not submitted their Program of Study and Committee forms will not be allowed to register for Thesis or Professional Paper credits.

According to The Graduate School, the Program of Study is intended as a planning tool for graduate students. On it, students indicate what courses they plan to take during each semester. Formulating the Program of Study also provides a check for student and advisor to ensure that intended coursework will meet all of the departmental and Graduate School requirements.

However, the Program of Study is intended to be a flexible guide that can change according to the student's shifting academic needs and interests. It can also be revised and updated to reflect the availability of or changes in offered courses. Students should consult their advisors before making revisions in their Programs of Study to insure that all the requirements necessary for graduation will still be met. Students can obtain Graduate Program Change forms from the NAS office or at the Graduate School web address given above.

**Please note: All changes to the Program of Study must be completed by the date set by The Graduate School for the Application for Advanced Degree, approximately the third Friday of the semester of graduation. See [http://www.montana.edu/gradschool/cat\\_dates&dead.html](http://www.montana.edu/gradschool/cat_dates&dead.html)**

### **Prospectus Defense**

All NAS master's students must pass a prospectus defense before the end of their third semester. Students must have successfully completed 2/3 of their required coursework and must be registered for a minimum of 3 credits during the semester in which they take the prospectus defense. The prospectus defense may be taken 10 calendar days before classes begin, but students must be registered for at least 3 credits for the ensuing semester.

The student should consult with her or his advisor concerning academic preparedness to take the prospectus defense. **Students are strongly encouraged to complete their prospectus defense**

**the semester prior to the semester in which they intend to graduate.** This gives students more time to focus on completion of the thesis or professional paper. Also, the research project proposal developed in advance of the prospectus defense helps the student formulate a research plan, and allows for timely input into that plan by the student's advisor and committee members.

Whether pursuing the thesis or professional paper option, students typically develop a research prospectus as the final project in NASX 541, the methods course. Students must take NASX 541 before attempting the prospectus defense because before scheduling the defense, students must have developed a complete and substantial research prospectus. A research prospectus can take many forms, but here in NAS, where students design projects from a range of options (research, creative, applied service), we define the research prospectus as a plan for justifying and completing whatever final project a student chooses to submit as fulfillment of the degree requirements for the master's degree in NAS. To ensure the research prospectus is complete and substantial before scheduling the defense, students should consult closely with their advisors and committee members.

**The results of such consultations aside, irreducible features of the NAS research prospectus include a description and/or definition of the research topic/question, which involves an analytical assertion about the topic/question, thorough justification of theories and methods to be employed, a review of relevant literature, chapter/section descriptions detailing the purpose and scope of each, a comprehensive bibliography, and a working title.**

Once the student and his/her advisor determine that the student is prepared to defend the prospectus, the student submits copies of the prospectus to all members of the committee, arranges a meeting time and place for the defense with NAS administrative support staff, and confirms that meeting time and place are suitable for all committee members. The NAS Conference Room (1-156 Wilson Hall) is equipped with technology to facilitate Skyping in a distance committee member. Please note: it is the student's responsibility to arrange his/her prospectus defense!

The prospectus defense is a two-hour oral exam. The student's advisor will serve to facilitate and preside over the defense, but all committee members are free to ask questions about any aspect of the prospectus. The prospectus defense is designed to foster discussion on the student's research program in order to assess feasibility and offer suggestions. Leading up to the prospectus defense, committee members may choose whether to provide questions they are liable to ask during the defense.

The student's performance during his/her defense is graded by a "pass" or "fail" determined by the decision of a majority vote of the committee members immediately following the defense. The graduate committee and department head are responsible for giving written notice of the results of the prospectus defense to the student and to the Graduate Vice Provost not later than one (1) week after the prospectus defense is held. If a student fails the prospectus defense, she/he is given one more chance to pass. Failure to pass a second time results in the termination of graduate study.



## THESIS

Each student should discuss in detail with her/his advisor and committee members what the specific expectations of the committee are regarding the thesis. In general, however, a thesis is multi-chaptered, including an introduction, a literature review, a section on methodology, the presentation of research, analysis of findings, and a conclusion. Unlike a professional paper, the thesis requires a broad discussion of background, theory and method, original research, as well as in-depth analysis of that research.

### ***Oral Defense of the Thesis***

The thesis option requires an oral defense. In the oral defense, committee members will ask the student questions based on the student's thesis that must be answered to their satisfaction. Often, these questions will ask the student to defend a certain position, theory, or argument in the thesis.

The student must be enrolled for a minimum of 3.0 credits the semester in which the oral defense of the thesis occurs. Every semester, The Graduate School publishes the date by which the oral defense must be completed in order to graduate that semester. See "Dates and Deadlines" in the web catalog. [http://www.montana.edu/gradschool/cat\\_dates&dead.html](http://www.montana.edu/gradschool/cat_dates&dead.html) Usually, this deadline is 14 working days before the end of the semester. **However, students are strongly encouraged to complete their defense well in advance of the formal deadline.**

### ***Guidelines for Style and Filing of the Thesis***

Consult the most recent version of The Graduate School's General Guidelines for theses and professional papers. This and related information can be viewed at: [http://www.montana.edu/etd/format\\_standard.html](http://www.montana.edu/etd/format_standard.html) and <http://www.montana.edu/etd/index.html> .

**The Graduate School occasionally updates this guide, so students should consult it during the semester they are filing the thesis or professional paper, as well as for general guidelines during the writing of the thesis or professional paper.**

**As of Fall, 2004, students must submit their theses in the electronic form.** Paper copies are no longer required or accepted. Most electronic theses are placed on the Internet for worldwide access. However, a student can opt to have their thesis limited to only the MSU campus or withhold certain parts of the thesis that may raise a publishing issue. For options concerning, these restrictions, please see the Certificate of Approval form at <http://www.montana.edu/gradschool/forms.html>. For publishing issues and an opportunity to learn more about publishing, please see [http://www.montana.edu/etd/publisher\\_issues.html](http://www.montana.edu/etd/publisher_issues.html) .

Final copies of theses received by the Graduate Vice Provost are expected to meet all requirements set forth in The Graduate School's Guidelines. Approval will be given by final signature only after a thesis has met all minimum expectations. Graduation may be delayed or prevented entirely if an unacceptable thesis is presented to The Graduate School or if the submitted thesis does not meet the deadlines.

The Graduate School holds a seminar each semester on the guidelines for formatting, style and submission of the thesis. In addition, Graduate School personnel are available to answer

questions related to format, style, or quality at any time as the student is progressing through the development of the thesis. In particular, the ETD Formatting Advisor at The Graduate School is responsible for reviewing format, style and submission issues. Contact the ETD Formatting Advisor at [gradformatting@montana.edu](mailto:gradformatting@montana.edu) .

Another resource to ensure correct thesis formatting is to bring sample pages from the thesis to the Graduate School Writing Tutor. The Graduate School Writing Tutor provides free tutoring for students working on their theses and dissertations. See the Graduate Writing homepage at <http://www.montana.edu/gradwriting/>

Students are advised to bring questions about unusual procedures to the attention of Graduate School personnel early in the process of writing the thesis because failure to gain approval for deviations from standard requirements will cause serious delays, extra expense, and could prevent graduation. The Graduate School staff checks the format, margins, copy quality, and all other technical aspects of the thesis prior to final approval.

Graduate School staff will not read the document in its entirety, nor proofread the document for formatting, punctuation or grammatical errors. The student, his/her advisor/committee chair, committee, and the head of the NAS Department are responsible for ensuring the finished quality and adherence to guidelines of theses and professional papers presented to The Graduate School.

Given the new electronic submission requirement and subsequent posting on the Internet, The Graduate School will no longer bind a copy of the student's thesis to be placed in the MSU library.

However, NAS will bind and keep a hard copy of each student's thesis for our office. The student should talk to the Assistant Graduate Coordinator about this process, including how to obtain a bound copy for themselves.

**Generally, each committee member will want a hard copy of the student's thesis to make comments and suggestions regarding revision. The student should consult with her or his advisor and other committee members as to what form they prefer the student submit. *The student must submit a final electronic copy to the NAS Asst. Graduate Coordinator.***

### **Deadlines for Filing the Thesis**

Theses must be electronically submitted to The Graduate School in final, acceptable form, no later than the exact date listed in the "Dates and Deadlines" section of the MSU Bulletin or on the Graduate Studies website: [http://www.montana.edu/gradschool/cat\\_dates&dead.html](http://www.montana.edu/gradschool/cat_dates&dead.html). This date is usually 14 working days before the end of each semester. **No extension of time beyond deadlines will be granted to submit theses or to correct errors found after final submission to The Graduate School. Please plan accordingly.**

**The deadline given by The Graduate School is the day the thesis in its final, approved form must be electronically submitted to their office.** All members of the student's committee must already have approved the thesis. The student must work closely with her or his advisor to make sure the thesis is distributed to all committee members by a date that gives each committee member time

to read it, as well as make any comments or suggestions for revision. There must also be enough time for the student to make the necessary revisions before submitting the thesis **in its final, approved form** to The Graduate School.

### **Final Acceptance Depends on Graduate Vice Provost**

Final acceptance or rejection of theses is the responsibility of the Graduate Vice Provost. A student's failure to meet requirements within stated deadlines will result in the student having to register a subsequent term and graduation will be delayed.

## **PROFESSIONAL PAPER/PROJECT**

Each student should discuss in detail with his/her advisor and committee what the specific expectations of the committee are for the professional paper. Generally, however, a professional paper or project is shorter and narrower in focus than a master's thesis.

If the professional paper is academic and theoretical in nature, a journal article from a reputable journal in NAS can serve as a good model. If the professional paper is based on a particular area or issue, such as tribal government, education, or public health, the structure and format of the paper may depend on the particular profession or issue being studied. For example, a professional paper dealing with education may include curriculum plans. The professional paper of a filmmaker or other artist may include a film or other creative project.

### **Oral Presentation of the Professional Paper/Project**

Once the student's professional paper/project is in nearly final form, he/she is required to present it orally. This is not a 'defense' but is an opportunity for the student to receive feedback on his/her project from faculty, staff and peers. NAS faculty and graduate students are invited to these presentations. The graduating student is also welcome to invite family members and friends.

### **Guidelines for Style and Filing of the Professional Paper/Project**

Professional papers are submitted to the Department of Native American Studies, rather than The Graduate School. The advisor, in conjunction with the committee members, determines whether the professional paper/project meets the requisite quality for approval. The Graduate Vice Provost of The Graduate School retains the right to make a final determination of approval or rejection. Generally, however, The Graduate School does not review professional papers.

Professional papers do not have to be formatted and electronically submitted according to Graduate School requirements, as do theses. Students should consult their advisor as to what citation style should be used, as well as any other questions about the final form of the paper.

**Professional papers must meet final completion and approval of the student's committee by the last day of classes the semester the student intends to graduate, and the student must submit a final electronic copy to the NAS Asst. Graduate Coordinator.** The student should work closely with her or his advisor to insure that the final draft is distributed to all committee members in enough time for each to make comments and suggested changes. The student must also have enough time to complete these revisions by the deadline.



### **FILING FOR AN ADVANCED DEGREE**

When a student and her/his advisor/committee chair feel that the student is ready to graduate, the student must file an Application for Advanced Degree by the date given by The Graduate School for that semester, which is usually the third Friday of the semester of completion of degree requirements. For the specific deadline issued by The Graduate School for the semester the student intends to graduate, please see [http://www.montana.edu/gradschool/cat\\_dates&dead.html](http://www.montana.edu/gradschool/cat_dates&dead.html)

For this and other official forms required by The Graduate School, see <http://www.montana.edu/gradschool/forms.html>.

As of Fall 2008, a \$20 non-refundable fee is assessed by The Graduate School each time an “Application for Advanced” degree is submitted. Therefore, it is financially advisable to wait to file this form until the student and her or his advisor are certain that graduation will occur.

There is an official form for withdrawing the Application for Advanced Degree. It is titled “Withdraw My Application for Advanced Degree” and can be downloaded at [http://www.montana.edu/gradschool/withdraw\\_app.html](http://www.montana.edu/gradschool/withdraw_app.html).

If an ‘Application for Advanced Degree’ is submitted after the published deadline and the student is currently registered for three credits, the student may submit the application for graduation for the next term and be eligible for a one credit registration the following term (instead of the mandatory three-credit registration the term of graduation.) To be eligible for the one-credit registration, the student must complete all degree requirements before the first day of the subsequent term. The student will be certified to graduate *the following term*. If more time is needed beyond the first day of the following term, the student will be required to register for at least three credits to be eligible for graduation that term.

**Students may obtain an Application for Advanced Degree from the NAS office or download it at <http://www.montana.edu/gradschool/forms.html>.**

### **SCHEDULE OF GENERAL DEADLINES FOR THE MASTER’S PROGRAM**

The following table demonstrates the most important deadlines for the master’s program. For all items marked with a \*, the date is approximate. The student should consult [http://www.montana.edu/gradschool/cat\\_dates&dead.html](http://www.montana.edu/gradschool/cat_dates&dead.html) for the exact dates determined by The Graduate School for the specific semester in question.

Requirement	Deadline
Program of Study including selection of an advisor and formation of committee	Must be filed in The Graduate School by the end of second semester regardless of number of credits earned. If not received, the Graduate School will place a registration hold on your account.
*Prospectus Defense	Must be successfully completed by the third semester if student intends to finish MA in two years.
*Application for Advanced Degree	Must be filed by Graduate School-set deadlines for the semester in which student intends to graduate. Approximately the third Friday of the intended graduation semester.
Final changes to Program of Study	Must be filed by the third Friday of the semester in which student intends to graduate.
*Thesis	Must be electronically filed with The Graduate School by the date set for that semester, approximately 14 working days before the end of the semester in which student intends to graduate. An electronic copy must also be submitted to the NAS Asst. Graduate Coordinator.
Professional Paper	Does not have to be filed in The Graduate School, but an electronic copy must be submitted to the NAS Asst. Graduate Coordinator. Must be finally approved by committee by last day of classes.



Summer at MSU, looking East

### **SCHEDULE OF DEADLINES FOR GRADUATING IN TWO YEARS**

The following table gives a schedule of steps and formal or suggested deadlines to complete all requirements for graduation other than coursework to finish in two years. Deadlines for various filings in The Graduate School are included.

<b>1<sup>st</sup> Semester</b>	<b>2<sup>nd</sup> Semester</b>
<p>New graduate student orientation</p> <p>Enroll in NASX 505, and NASX 530</p> <p>Meet second month with NAS Graduate Coordinator to discuss program and progress. Visit with faculty informally and start thinking about composition of committee and choice of advisor.</p> <p>Start thinking about Program of Study, including classes desired.</p> <p>Meet with advisor (if already selected) or with the NAS Graduate Coordinator for advice on course selection before registration for next semester.</p>	<p>Enroll in NASX 540, and NASX 541</p> <p>Students must complete the following by the end of their second semesters:</p> <p>1) Choose advisor/chair and other committee members.</p> <p>2) Submit Official Program of Study to The Graduate School -----Fill this out with advisor's help, submit it to NAS Departmental head for approval, and then file it with The Graduate School.</p> <p>During the summer interim, develop an outline for the thesis or professional paper based on research prospectus. This would also be a good time to conduct any necessary research, especially if research must be done off-campus or outside the Bozeman area.</p>
<b>3<sup>rd</sup> Semester</b>	<b>4<sup>th</sup> Semester</b>
<p>Meet early in the semester with advisor to confirm what is necessary to graduate the following semester.</p> <p><b>Prospectus Defense</b> Meet with advisor as early as possible to discuss and schedule the prospectus defense which must be successfully completed by the end of the third semester.</p> <p>Meet with each committee member to update them regarding progress and to discuss prospectus defense.</p>	<p>To graduate, registration for 3 credits must be on record in the Registrar's Office on or before the tenth day of this semester.</p> <p><i>Application for Advanced Degree</i> form must be filed with The Graduate School by their deadline, approximately the third Friday of this semester.</p> <p><i>Final Changes in Program of Study</i> Final changes in official study program must be made by same date as the deadline for the <i>Application for Advanced Degree</i>, approximately the third Friday of this semester.</p> <p><i>Thesis/Professional Paper</i> The thesis must be electronically submitted to The Graduate School by their deadline, usually 14 working days before the end of the semester student intends to graduate.</p> <p>The professional paper must be approved by the NAS Department head by last day of classes. <u>Please note:</u> this means that the committee has already approved the paper, and it is in the required final form for submission.</p> <p>Commencement</p>

## REGISTRATION, CONTINUOUS ENROLLMENT & LEAVE OF ABSENCE

### **REGISTRATION & REQUIRED CREDIT HOURS**

#### **Registration Generally**

Graduate students must register each term in which faculty time or University facilities are used for any purpose. Students should consult with their advisors before each registration. Students should consult with the Graduate Coordinator if they have not yet selected an advisor.

Students are assessed late fees if not registered by deadlines.

Registration must be on record in the Registrar's Office on or before the tenth day of classes the semester in which the student intends to graduate. The Graduate School reserves the right to deny admission to a student attempting to register after this date.

#### **International Students**

International Students must register for a minimum of nine (9) credits per semester. Contact the Office of International Programs (see <http://www.montana.edu/international/>) for policies about registration for fewer than nine (9) credits.

#### **Graduate Students in Family Housing and Residence Halls**

To live in Family and Graduate Housing, a student must be enrolled in a minimum of 5 credit hours over the academic year. For questions concerning family housing or credit minimums to live in residence halls, contact Family and Graduate Housing (<http://www.montana.edu/fgh/>) or Residence Life (<http://www.montana.edu/wwwocl/Reslife/>).

#### **Financial Aid**

Financial Aid usually requires the graduate student to enroll in a minimum of 6 credits over the academic year. Contact the Office of Financial Aid (<http://www.montana.edu/wwwfa/>) to verify the exact minimum credit requirements.

#### **Registration During Semester of Prospectus Defense**

Students doing their prospectus defense must be registered for a minimum of three (3) credits during the semester in which exams are taken.

#### **Registration During Semester of Defense of Thesis or Oral Presentation of Professional Paper/Project**

Students must register for at least 3 credits the semester in which they defend their thesis or professional paper/project. If a student wishes to sit for the thesis defense or oral presentation during the intersession (the time between semesters), the student must be registered for a minimum of three (3) credits the term prior to the intersession or the term immediately following the intersession.

#### **Registration for the Semester the Student Intends to Graduate**

Students must register for at least 3 credits the semester in which they file their Applications for Advanced Degree. This Application demonstrates the student's intention to graduate that



semester. Registration must be on record in the Registrar's Office on or before the 10th day of instruction of the term in which the student intends to graduate.

### **"One Credit, Final Semester" Option**

#### *For Students Who Do Not Complete All Requirements in Intended Semester of Graduation*

If a student files the Application for Advanced Degree, but does not finish all necessary requirements during the intended semester of graduation, the "One Credit, Final Semester" Option is available. This option allows a student to use the time during the break between semesters to finish all graduation requirements. If **all** remaining requirements for the Master's and graduation are successfully completed on or before the first day of the following semester, the student only has to register for 1 credit the following term. If all graduation requirements are not completed by the first day of the subsequent semester, the student must register for 3 credits for the following semester. The obvious advantage to finishing requirements before the first day of the next semester is the financial difference between 1 versus 3 credits.

Students who intend to take advantage of this option should contact The Graduate School and **must file a Change to Application for Advanced Degree form (or Delete/Add Memorandum) with The Graduate School as soon as they know they will not finish.**

Graduation will occur at the end of the semester in which the student completes all Master's and graduation requirements.

### **Continuous Enrollment Policy**

Students are subject to The Graduate School's Continuous Enrollment Policy after completing all content coursework on their programs of study **or** passing the comprehensive exam, whichever comes first (see [http://www.montana.edu/gradschool/cat\\_continuous\\_enrollment.html](http://www.montana.edu/gradschool/cat_continuous_enrollment.html)). This policy requires that students be enrolled in a minimum of 3 credits per semester until they finish all requirements for graduation. This policy includes one summer session of each summer after completing required coursework or the prospectus defense. These credits must be applicable to the degree program and can include thesis or professional paper credits. Failure to maintain continuous enrollment will be regarded by The Graduate School as evidence that the student has resigned from the program and The Graduate School. There are exceptions made for official leaves of absence. Please see the following section "Leaves of Absence" for more information.

### **Leaves of Absence**

Students are considered by The Graduate School to be on Leave of Absence any semester during which they do not enroll for a minimum of 3 credits, after they become subject to the Continuous Enrollment Policy. Graduate students may accumulate a maximum of three (3) semesters of Leave of Absence. Leave may be taken as consecutive or individual semesters. Accumulating more than 3 semesters of Leave of Absence will be considered failure to maintain required continuous enrollment and will constitute evidence that the student has resigned from the graduate program and The Graduate School.

Students planning to take a Leave of Absence but needing access with graduate privileges to MSU library resources may register for fewer than three (3) credits. A Leave of Absence does not

entitle the student to use university facilities other than the library and does not qualify a student for an examination of any kind or defense of thesis.

Students wishing to register for coursework following a Leave of Absence must file an Intent to Register form with the Registrar's Office for reentry to the university and the graduate program (see <http://www.montana.edu/registrar/?7#top7>).

**Graduate Standing Readmission After Being Dropped for Violating Continuous Enrollment Policy**

Students who fail to maintain continuous enrollment must do all of the following to apply for readmission to graduate standing:

- 1) Reapply to the program and The Graduate School with a new application form, a \$50 application fee, and transcripts of any academic work completed during the absence. The application must be reviewed and approved by the student's department and The Graduate School.
- 2) Submit a revised Program of Study eliminating any outdated course work. **Exception:** students may not remove courses with grades lower than a "C-" from the original Program of Study.
- 3) Submit a statement indicating how the student is now prepared to complete the degree in a timely and continuous manner.
- 4) The student must retake the comprehensive examination and be registered for a minimum of 3.0 credits when retaking the comps.

**ACADEMIC PROBATION, SUSPENSION, & READMISSION**

**Academic Good Standing**

To remain in academic good standing, students must maintain a minimum GPA of 3.0 in all of the following:

- 1) Cumulative GPA
- 2) GPA any given semester

Furthermore, students must meet the provisions of admission, if any, as stated in their Graduate School admission letter.

**Other Academic Performance Policies**

- 1) Students must pass all the courses in their Programs of Study, as well as make up any incomplete (I) grades in those courses.
- 2) If a grade is lower than a C- on any course listed on a student's Program of Study, the course must be repeated.
- 3) With regard to all other courses on the Program of Study, once the course has been taken and a grade given, the course and its grade cannot be removed from the Program of Study. The Graduate School allows no exceptions to this rule.

**University Academic Probation**

A student will be placed on University Probation if any of the following occur:

- 1) The student's cumulative GPA falls below 3.0
- 2) The student's cumulative GPA in their NAS courses fall below 3.0
- 3) The student did not generally meet The Graduate School's provisions of admission.

### **College Academic Probation**

The Graduate School also has its own Academic Probation, which may apply any semester a student's semester GPA falls below 3.0, even if the student has a cumulative GPA of 3.0 or higher (see [http://www.montana.edu/gradschool/cat\\_academic\\_prob.html#u\\_prob](http://www.montana.edu/gradschool/cat_academic_prob.html#u_prob) )

### **Suspension**

A student can be suspended if she or he fails to:

- 1) Raise his/her semester, cumulative, or Program of Study GPA above a 3.0
- 2) Meet provisions of admission
- 3) Progress satisfactorily through the program. (The NAS Department and The Graduate School determine satisfactory progress).

A student can be suspended **without being put on official probationary status** in the following circumstances:

- 1) A student admitted on a provisional basis has not met the required provisions.
- 2) A student's cumulative or Program of Study GPA has fallen below a 3.0 during two semesters. (The semesters do not have to be consecutive for this situation to apply)

The Graduate School recognizes that dropping a student from graduate standing without appropriate academic or reasons is a discriminatory act and is therefore illegal.

### **Readmission to Graduate Degree Standing After Suspension**

If a student wishes to request readmission to the NAS graduate program after being suspended, s/he must satisfy the following requirements:

- 1) Have completed at least one semester with a minimum of 9 credits
- 2) Have achieved at least a 3.0 GPA in 400 and higher level courses. 500 level courses are preferred.

Please note: While fulfilling these requirements for readmission, the student is considered to be in non-degree status. Courses taken while in non-degree status while in suspension may **not** count toward degree requirements.

## **COMMENCEMENT**

Degrees are conferred at the end of spring and fall semesters. The diploma will show the date of the end of the term in which the degree is granted.

Students who have not completed **all** requirements for the degree may not participate in commencement ceremonies. All coursework, examinations, and final professional papers and theses (including approval of the thesis or dissertation by the Graduate Vice Provost) must be completed before the student may participate in commencement exercises. In addition, the student must have applied to graduate by The Graduate School-set deadline to participate in commencement exercises. Students who participate in commencement must purchase academic robes and hoods. These may be purchased from the MSU Bookstore, usually in February.

Students who are unable to attend commencement must make special arrangements with the Registrar to have their diplomas mailed to them. In addition, to participate in commencement and/or

receive a Master's degree, a student must have satisfied all financial obligations to the university or made arrangements with MSU to do so.

## SOURCES OF FINANCIAL SUPPORT

### **Financial Aid**

Students in need of a loan or other financial assistance to attend the master's program should contact the Office of Financial Aid at

Office of Financial Aid  
Montana State University  
135 Strand Building  
PO Box 174160  
Bozeman, MT 59717-4160  
(406) 994-2845 [www.montana.edu/wwwfa/](http://www.montana.edu/wwwfa/)

A FAFSA (Free Application for Federal Student Aid) can be downloaded from the Office of Financial Aid's website, or directly from [www.fafsa.ed.gov](http://www.fafsa.ed.gov) It is a good idea to fill out this form, even if a student has applied for a GTA position or a scholarship, fellowship, grant or other type of funding. It provides a back-up if other funding does not come through and it is the standard form used by almost all financial aid offices and entities to provide a consistent basis of information on all students. Applications may be submitted as early as January 1<sup>st</sup>, but must be received no later than July 1<sup>st</sup>.

### **GRADUATE TEACHING ASSISTANTSHIPS**

The major source of funding provided by the Department of Native American Studies is its Graduate Teaching Assistantships. Usually, NAS provides four graduate teaching assistantships for both fall and spring semesters.

### **Stipend and Tuition Waivers**

These assistantships provide a stipend, which is currently approximately \$5200 per semester, depending upon departmental budget. Graduate Teaching Assistants (GTAs) also generally receive tuition waivers for six credits per semester they teach. **These tuition waivers are not guaranteed; the Graduate Vice Provost has the final decision as to whether they are granted.**

- For fall semester, continuing students' tuition waivers must be in by June 10<sup>th</sup>; new students' deadline is August 1<sup>st</sup>.
- For spring semester, the deadline for continuing students is November 1<sup>st</sup>, and December 15<sup>th</sup> for new students.

If these deadlines are not met and tuition waivers are awarded after these deadlines, students may have to pay full fees and await refunds. No GTA tuition waivers are granted after the 15th day of instruction each semester. Please note: GTA tuition waivers will be awarded on a first-come, first-served basis.



### **Required Qualifications for GTAs**

The Graduate School requires that all GTAs have a minimum verbal score of 480 on their GREs. There are additional requirements for International students who must also meet various minimum scores on their TOEFL and Test of Spoken English (TSE). See [http://www.montana.edu/wwwdg/cat\\_grad\\_assist.html](http://www.montana.edu/wwwdg/cat_grad_assist.html) for further information. If any of these requirements are not met, the NAS department must certify that it has evaluated the student's ability to successfully carry out teaching assignments.

The Department of Native American Studies has its own application form and procedure for selecting GTAs. The form asks for the applicant's current GPA, any previous teaching experience, a personal statement explaining why the student wants to teach NASX 105, their concepts and strategies for teaching such a course and her/his philosophy of education, especially as it relates to a course on diversity. The application also asks for academic background and knowledge in NAS, as well as experiences relevant to teaching about Native Americans. If the student has been a GTA before, evidence of past performance, including evaluations of performance by the Graduate Coordinator and student evaluations may also be considered. The quality of response to the application form will be considered in the selection process.

Applications are generally due in early September for the upcoming spring semester and mid-January for the following fall semester. Students will receive notice through the NAS graduate list-serv as to the exact dates. Students should feel free to ask the Faculty or Staff Graduate Coordinator about the deadline.

The department has a GTA selection committee headed by the Graduate Coordinator; the final selection is subject to approval by the head of the NAS department. Factors considered in selecting GTAs include all of the information asked for on the application. Incompletes will work against an applicant's favor because they suggest that a student is unable to keep up with her or his program and take on the heavy responsibilities of teaching simultaneously. When a candidate meets all other qualifications, economic need will serve as a factor in the selection process.

As a matter of policy, the Department of Native American Studies prefers not to select students for GTA positions in the first semester of their programs because of the undue pressure and because students may not be fully prepared to fulfill such a position at that time. However, incoming students are more than welcome to apply; sometimes, due to a shortage of possible GTAs, incoming students are appointed as GTAs, especially if they have prior teaching experience.

As a matter of policy, the Department of Native American Studies prefers not to rehire students who have had GTA positions for four semesters. We strongly encourage our students to finish the MA program in two years. Moreover, we want to insure that other students have the opportunity to gain teaching experience, as well as receive financial assistance from the department.

### **Duties Required of GTAs**

GTAs generally teach one section of NASX 105, "Introduction to Native American Studies." There are approximately fifty undergraduate students in each section. In addition to teaching the class, GTA duties include preparing for class, devising and grading tests, papers, and other

assignments, as well as holding office hours to help students on an individual basis. These duties usually require 15-20 hours a week; the maximum number of assigned hours per week is 20.

### **NAS GTA Mentoring Program**

The Graduate Coordinator oversees the GTA mentoring program. Shortly after GTA selections are made, the Graduate Coordinator will meet with the selected GTAs both as a group and on an individual basis. The Graduate Coordinator will choose the books for all sections. A common syllabus will also be provided. The GTAs will meet before classes begin each semester and at least once a month during the semester. Former GTAs may also attend these meetings and/or act as mentors to new GTAs. The purpose of the meetings is to discuss teaching strategies, problems that may arise, and other issues common to the teaching process.

GTAs are encouraged to contact the Graduate Coordinator as frequently as is needed for help. We want to provide high quality instruction for our undergraduates and are willing to assist GTAs in any way necessary to achieve this goal. At least once a semester, the Graduate Coordinator will visit each GTA's class with advanced notice and give them feedback on their teaching. These visits are intended to be helpful, not to cause performance anxiety.

There are some books and other instructional materials in the small library room adjoining the NAS office. In addition, The Graduate School provides online information at [http://www.montana.edu/gradstudies/cat\\_grad\\_assist.html](http://www.montana.edu/gradstudies/cat_grad_assist.html) and [http://www.montana.edu/gradstudies/cat\\_orientation.html](http://www.montana.edu/gradstudies/cat_orientation.html)

### **GRADUATE RESEARCH ASSISTANTSHIPS**

Native American Studies does not have Graduate Research Assistantships available on a regular basis. The existence of these positions is based on external grant funding obtained by individual faculty members.

Graduate Research Assistants (GRAs) assist the faculty member with her or his research. The number of hours per week may vary depending on the amount of funding the faculty member has for an assistant. However, GRAs cannot be assigned to more than 20 hours a week during the school year.

### **Course load of GTAs and GRAs**

Under Graduate School requirements, all GTAs and GRAs must be enrolled in a minimum of 3 credit hours during the semester they have their assistantships. Under departmental policy, they may not enroll in more than 9 credit hours during the assistantship. It is recommended that GTAs not enroll in more than 6 credit hours their first semester as a GTA. Students should consult with their advisors concerning course loads with either kind of assistantship. If students don't have an assigned advisor, they should consult the NAS Department's Graduate Coordinator.

## **SCHOLARSHIPS, FELLOWSHIPS, GRANTS, AND OTHER FUNDS**

### **The Mildred Livingston Grant Memorial Presidential Graduate Scholarship**

These are grants ranging from \$500 to \$1000 given to outstanding students entering their first year of graduate school at MSU. The standards used in selection of recipients are: 1) Excellence in undergraduate study, usually a GPA of 3.5 or higher 2) High GRE scores 3) Highly supportive letters of recommendation. The department must nominate recipients. If students feel they may qualify under these standards, they should submit applications as soon as possible, since these scholarships are awarded on a first-come, first-served basis, with approximately thirty awarded university-wide each year.

### **Pre-Award Services at MSU**

Pre-Award Services in the Office Sponsored Programs will assist graduate students in identifying possible sources of funding, including fellowships and research grants. They can help students track relevant funding sources as well as subscribe them to funding alert networks which will notify them by email of funding opportunities relevant to their situations.

Pre-Award Services will also help students in person with their proposal preparations. (Also look for Proposal Writing Assistance at <http://www.montana.edu/wwwvr/osp/propwrit.html> on their office website.

### **Contact Information for Sandy Sward, Director, Office of Sponsored Programs**

Website: <http://www.montana.edu/wwwvr/osp/fundings.html>  
Location: Office of Sponsored Programs  
309 Montana Hall, Montana State University  
Phone: 994-2381  
Email: [research@montana.edu](mailto:research@montana.edu)

## **FUNDS, SCHOLARSHIPS, AND GRANTS RELEVANT TO NATIVE AMERICAN STUDIES**

### **NSF Fellowships**

The National Science Foundation awards approximately 900 fellowships annually which provide \$21,500 over a 12 month period in addition to a cost-of-education allowance of up to \$10,500, as well as a \$1000 travel grant to attend a conference.

There is a restriction as to subject matter; a recipient's area of study and research must fall into their broad category of "science" which includes the social sciences.

The deadline for applications is usually early November. For more information, application instructions, and application forms to download, see [www.fastlane.nsf.gov/jsp/homepage/grad\\_research\\_fel.jsp](http://www.fastlane.nsf.gov/jsp/homepage/grad_research_fel.jsp)

### **AAUW Fellowships and Grants**

The American Association of University Women has fellowships and grants for women pursuing advanced degrees and thesis research up to \$20,000. Applications are usually due in mid-

November. For more information and application guidelines, see <http://www.aauw.org/education/fga/>

### **Phillips Fund Grants for Native American Research**

Award grants for master's thesis research up to \$3000 in the fields of Native American history, ethnohistory, and linguistics. Applications are due by March 1<sup>st</sup>.

See <http://www.amphilsoc.org/grants> for more information and to download an application. Or call (215) 440-3429 or write Phillips Fund for Native American Research, American Philosophical Society, 104 South Fifth Street, Philadelphia, PA 19106-3387.

### **Western History Association Research Award**

A research award of \$500 given annually to master's students for research support. Preference is given to African-American or other minority students. The deadline for application is June 15<sup>th</sup>. Contact the Western History Association, 1080 Mesa Vista Hall, University of New Mexico, Albuquerque, NM 87131-1181 or call them at (505) 277-5234 or email [wha@unm.edu](mailto:wha@unm.edu)

## **FUNDS, SCHOLARSHIPS AND GRANTS FOR AMERICAN INDIAN STUDENTS**

### **Phyllis Berger Memorial Scholarship for American Indian Students**

Each year one award of \$1000 is made to an American Indian graduate student accepted by the MSU Graduate School. Applicant must be an enrolled member of a federally recognized tribe or the Little Shell Band of Chippewa Cree. Ask for an application from the NAS Department. Applications must be postmarked no later than March 3<sup>rd</sup> or handed in to the office by that date.

### **AIGC Fellowship for Native American Graduate Students**

Applicant must be from a federally recognized tribe. Deadlines for application are usually June 2<sup>nd</sup>. See <http://www.aigc.com/Scholarships.aspx> for more application requirements and procedures. AIGC Fellowships are also linked to the NAS Master's Program webpage.

### **Sequoyah Graduate Fellowship and Other Fellowships From the Assoc. on American Indian Affairs**

Applicants must be 1/4 degree Indian blood from a federally recognized tribe. For other requirements and application procedures, see [http://www.indian-affairs.org/scholarships/aaia\\_scholarships.htm](http://www.indian-affairs.org/scholarships/aaia_scholarships.htm) Or call (605) 698-3993; email [lw.aaia@verizon.net](mailto:lw.aaia@verizon.net); or write to Lisa Wyzlic, Director of Scholarship Programs, Association on American Indian Affairs, 966 Hungerford Drive, Suite 12-B, Rockville, MD 20850.

### **AISES Scholarships**

AISES also has some scholarships for American Indian graduate students. Although most are limited to the study of science, math, and engineering, there are some that include natural resources and environmental studies that may apply to some students in the NAS Master's program. See <http://www.aises.org/what/programs/scholarships> for more information on the scholarships offered and application guidelines. Or call (505) 765-1052; or write to AISES, P.O. Box 9828, Albuquerque, NM 87119-9828



**Research Fellowship Program, Wildlife Conservation Society, Native North America Program**

Funds Native Americans who are recognized members of established native groups to conduct research on native lands, on issues of direct relevance to wildlife conservation or management of native lands or on species governed by treaty or intertribal agreements. One-year awards vary from \$1000 to \$25,000 with the average being \$11,000. Deadlines for application are January 2<sup>nd</sup> and July 1<sup>st</sup>. For more information and to download an application, see [WCS's webpage](#) on its conservation work in Native communities; or email [fellowship@wcs.org](mailto:fellowship@wcs.org).

**Other Funding for American Indian Students**

For lists of various scholarships for American Indian students, see [www.free-4u.com/native1.htm](http://www.free-4u.com/native1.htm) or <http://indiancountrytodaymedianetwork.com/department/scholarships>

**Tribal Homelands Scholarship**

The scholarship equals the amount of out-of-state tuition and is available to eligible Native American students who are not Montana residents. Recipients of the Tribal Homelands Scholarship pay in-state tuition; the out-of-state tuition is paid by the scholarship. The Tribal Homelands Scholarship is available to non-resident Native American students whose tribal ancestors called the area that is now Montana their “home” and who enter the university as new freshmen, transfer, or graduate students Fall Semester 2007 or after. Students who are enrolled in or affiliated with tribes whose historical life-ways intersected the boundaries of what has become the State of Montana may apply for the Tribal Homelands Scholarship. For a complete list of eligible tribes, please see below.

<http://www.montana.edu/admissions/images/HomelandsScholarshipInfoSheet.pdf>

To be considered, applicants must complete the following no later than July 1 of the school year in which they plan to enroll: \* Provide proof of tribal enrollment or descent to:

Ms. Julie Watson, Financial Aid Officer; Financial Aid Services; 135 Strand Union; PO Box 174160 Montana State University; Bozeman, MT 59717-4160 [julie.watson@montana.edu](mailto:julie.watson@montana.edu) 406-994-7032

Participation in this scholarship program does not affect or determine residency status. To remain eligible for the scholarships, students must maintain reasonable academic progress in accordance with MSU’s satisfactory progress policy generally used in administering federal financial aid. This policy is available at: [http://www.montana.edu/wwwfa/forms/sap%20policy\\_web\\_1-12.pdf](http://www.montana.edu/wwwfa/forms/sap%20policy_web_1-12.pdf)

Tribal Homelands Scholarship Program Eligible Tribes:

The resident tribes of the State of Montana which include:

Assiniboine Tribe of the Fort Belknap Indian Community; Assiniboine Tribe of the Fort Peck Indian Community; Blackfeet Tribe; Chippewa Cree Tribe of the Rocky Boy Reservation; Crow Tribe; Gros Ventre Tribe of the Fort Belknap Indian Community; Kootenai Tribe of the Flathead Reservation; Little Shell Chippewa Band; Northern Cheyenne Tribe; Salish Tribes of the Flathead Reservation; Sioux Tribe of the Fort Peck Indian Community

And the following non-resident tribes:

Cheyenne and Arapaho Tribes of Oklahoma; Cheyenne River Sioux Tribe; Coeur d’Alene Tribe; Comanche Tribe of Oklahoma; Confederated Tribes of the Colville Reservation; Confederated Tribes of the Umatilla Indian Reservation; Crow Creek Sioux Tribe; Eastern Shoshone Tribe; Kiowa Tribe of Oklahoma; Lower Brule Sioux Tribe; Nez Perce Tribe; Northern Arapaho Tribe; Oglala Sioux Tribe; Rosebud Sioux Tribe; Shoshone-Bannock Tribes; Sisseton-Wahpeton Sioux Tribe; Southern Cheyenne Tribe; Spirit Lake Dakota Sioux Tribe; Standing Rock Sioux Tribe; Turtle Mountain Band of the Chippewa Indians; Yankton Sioux Tribe; Three Affiliated Tribes (Mandan, Hidatsa, & Arikara Tribes)

If your tribal affiliation is listed above, we encourage you to explore what the Tribal Homelands Scholarship Program can mean for you. If your tribe is not listed, but you can make a case for being included in this scholarship program, we encourage you to give us a call.

FACULTY and STAFF

**Faculty**

**Walter Fleming, Ph.D.** Head of the Department of Native American Studies, Professor  
.....[wfleming@montana.edu](mailto:wfleming@montana.edu)

Walter Fleming earned his Ph.D. in American Studies from the University of Kansas. He is an enrolled [citizen](#) of the Kickapoo Tribe of Kansas and grew up on the Northern Cheyenne Reservation in southeastern Montana. He has taught history and culture courses for over 30 years and is a specialist in Northern Plains culture and American Indian literature. Outside of a campus context, he is a storyteller and writer of short fiction. Walter also serves as associate curator of History at the Museum of the Rockies in Bozeman. His book-length publications include two editions of ***Visions of an Enduring People***, a comprehensive anthology of readings in Native American Studies, and ***The Complete Idiot’s Guide to Native American History***.

**Matthew Herman, Ph.D.** [Associate](#) Professor .....[mherman@montana.edu](mailto:mherman@montana.edu)

Matthew Herman earned his Ph.D. in English and a certificate in cultural studies from SUNY Stony Brook. He came to MSU from Stone Child Tribal College on the Rocky Boys Reservation in northwest Montana, where he taught in the Liberal Arts Program, and coordinated the Rocky Boy Tribal History Project. He has published in the areas of contemporary Native American literature, American cultural studies, composition pedagogy, and indigenous political theory. His [first book](#), ***Politics and Aesthetics in Contemporary Native American Literature: Across Every Border***, was published in 2009 by Routledge.

**Matthew Makomenaw, Ph.D.**, Assistant Professor..... [matthew.makomenaw@montana.edu](mailto:matthew.makomenaw@montana.edu)

Matthew Makomenaw earned his Ph.D. in Education from Michigan State University. He is an enrolled citizen of the Odawa tribe, from the Grand Traverse Bay Band of Ottawa and Chippewa Indians and Little Traverse Bay of Odawa Indians. He has extensive experience working with American Indian students in higher education, as the director of Native American Programs at Central Michigan University, an adjunct faculty member at the Saginaw Chippewa Tribal College (where he also served on the Board of Regents for the Saginaw Chippewa Tribal College), and as director of the American Indian Resource Center at the University of Utah.

**Kristin Ruppel, Ph.D.** Associate Professor.....[ktruppel@montana.edu](mailto:ktruppel@montana.edu)

Kristin Ruppel holds a Ph.D in Anthropology from Columbia University, New York. Her major field of interest is ethnoecology, with an emphasis on the ways in which colonial and post-colonial institutions influence the life experiences of indigenous and non-indigenous peoples alike. Her research has focused on American Indian allotted landowners, largely because of the enduring relationships formed during her own graduate school days with Indian allottees and their advocates. Her first book, ***Unearthing Indian Land: Living With the Legacies of Allotment***, was published in 2008 by The University of Arizona Press.

**Gail Small, J.D.**, Assistant Professor .....[gail.small@montana.edu](mailto:gail.small@montana.edu)

Gail Small is an attorney and Executive Director of Native Action, a non-profit organization dedicated to preserving the water, air, land and culture of the Northern Cheyenne Reservation in southeastern Montana. Native Action engages in grassroots organizing, educational outreach, policy

research and litigation, and addresses environmental justice issues across the Northern Great Plains region. [Gail Small is a Kellogg Leadership Fellow, as well as a graduate of the University of Montana with a law degree from the University of Oregon. A former member of the Northern Cheyenne Tribal Council, she remains active in national and international indigenous issues. Her work has earned her numerous awards, including Ms. Magazine's 1995 Gloria Steinem Women of Vision Award.](#)

**[Emeritus Faculty](#)**

**Henrietta Mann, Ph.D.**, Former Katz Endowed Chair in NAS, Professor Emeritus, Special Assistant to the MSU President .....[henrietta.mann@swosu.edu](mailto:henrietta.mann@swosu.edu)

Henrietta Mann is a full-blood Cheyenne enrolled with the Cheyenne-Arapaho Tribes of Oklahoma. She served as the first Katz Endowed Chair in Native American Studies at Montana State University, Bozeman, from fall 1999 through June 2003. She taught at the University of Montana, Missoula, for twenty-eight years where she was a Professor of Native American Studies. She also has taught at the University of California, Berkeley, Harvard University, and Haskell Indian Nations University located in Lawrence, Kansas. Dr. Mann has served as the Director of the Office of Indian Education Programs and Deputy to the Assistant Secretary for the Bureau of Indian Affairs. She was also the National Coordinator of the American Indian Religious Freedom Act Coalition for the Association of American Indian Affairs. In 1991, Rolling Stone Magazine named her one of the ten leading professors in the nation. She has been an interviewee and consultant for several television and movie productions and has lectured throughout the United States and in Mexico, Canada, Germany, Italy, and New Zealand. Dr. Mann is currently serving as the President of the Cheyenne and Arapaho Tribal College.

**Wayne Stein, Ed.D.** Professor Emeritus .....[wstein@montana.edu](mailto:wstein@montana.edu)

[Wayne Stein served as director of Native American Studies from 1991 to 2002. He earned his Ed.D. in Higher Education from Washington State University, and is an enrolled member of the Turtle Mountain Chippewa Tribe. He has focused primarily on the collection data and research concerning Tribally Controlled Colleges and Universities over the past 20 years. He has now published or collaborated on three books about TCUs, and has published many chapters and articles on TCU's over that 20-year period. Over the past 12 years, Dr. Stein has also pursued two secondary areas of research: gaming in Indian Country, and faculty of color in higher education. He has also published in both areas. Research is one of his loves and is a large part of why he entered mainstream higher education.](#)

**Bill Yellowtail, B.A.** Former Katz Endowed Chair in NAS.....[byellowtail@montana.edu](mailto:byellowtail@montana.edu)

[Bill Yellowtail grew up on his family's cattle ranch on the Crow Indian Reservation in Montana, where he is an enrolled tribal member. Holding a degree in geography from Dartmouth College, Bill has been a rancher, educator, fishing guide, Montana State Senator and congressional candidate. An expert canoeist and fly fisherman, he was named Angler of the Year for 1991 by Fly Rod and Reel magazine. He served as Regional Administrator for the U.S. Environmental Protection Agency during the Clinton administration, with responsibility for six western states and 27 Indian Tribes. Bill received the Dartmouth Environmental Network's 1994 annual award in recognition of his outstanding contributions to protection of the environment, and he received the Mary G. Ross Award for exemplary service from the Council of Energy Resource Tribes in 1999. He serves on the Boards of Directors of Humanities Montana, the Burton K. Wheeler Center and the National Audubon Society.](#)

**NAS Departmental Office Staff**

**Lisa Stevenson, B.S., C.P.A.** Administrative Associate III ..... [lisa.stevenson1@montana.edu](mailto:lisa.stevenson1@montana.edu)

Lisa received her Bachelor of Science Degree in Accounting at Montana State University in 1992. She passed the Certified Public Accountant (CPA) exam in May of 1992. Her experience includes working as a certified public accountant (CPA) for 3 years preparing tax returns and performing financial audits. She has also worked as a controller for two private companies. As a controller, she was responsible for and performed all aspects of financial accounting. In February of 2008, she joined the NAS Department as our Administrative Associate. Her duties include serving as executive assistant to the department head, fiscal administrator, and office manager.

**Jennifer Woodcock-Medicine Horse, M.A.**, Assistant Coord. of NAS Graduate Program, Webmaster ..... [jwoodcock@montana.edu](mailto:jwoodcock@montana.edu)

Jennifer received her B.A. in Anthropology from UC Berkeley in 1985, her M.A. in Native American Studies from MSU-Bozeman in 2005 and is currently a Ph.D. student in American Studies. Her MA thesis work was conducted in collaboration with the NASA/EOS program, and examined the cultural landscape along the Lewis and Clark trail, demythologizing the concept of “Lewis and Clark in the wilderness”. Her doctoral research is examining “Green Museums Waking up the World: Indigenous and Mainstream Approaches to Exploring Sustainability”. Jennifer rejoined the NAS Department in November, 2008. Her duties include serving as assistant graduate coordinator, and NAS Department webmaster.



Dr. Herman in seminar with NAS graduate students



**American Indian & Alaska Native Student Support Services Staff**

**Patricia McCormick** Isskiinnip Grant Coordinator ..... [patricia.mccormick@montana.edu](mailto:patricia.mccormick@montana.edu)

**Lisa Perry, M. B.A.,** Program Coordinator, American Indian & Alaska Native Student Support Services  
..... [lisa.perry@montana.edu](mailto:lisa.perry@montana.edu)

**Rita Sand, M.Ed.** NAS Academic Advisor..... [rsand@montana.edu](mailto:rsand@montana.edu)

Rita Sand earned a B.S. degree in Film and Television in 1976, and an M.Ed. degree in Education, Guidance and Counseling in 1986. She worked in film, radio and television until entering graduate school, and has been an Academic Advisor for 22 years. She is currently on the board of Directors for the Headwaters Chapter of the Lewis and Clark National Trail Heritage Foundation and is a former member of the Montana Lewis and Clark Bicentennial and the Bozeman Trail Fort Phil Kearney Association. She joined NAS in the summer of 2008, provides student support services similar to those provided by Jim Burns.

**Scott Zander, M.Ed.** Director of Native American & Alaska Native Student Support Services  
..... [scott.zander@montana.edu](mailto:scott.zander@montana.edu)

Scott [Zander](#) received his B.S. in Health and Human Development in 2005, followed by his M.Ed. degree in School Counseling in 2009, both from MSU-Bozeman. [He](#) served as the MAP (Montana Apprenticeship Program) Coordinator, interned in Bozeman schools, and served as K-12 School Counselor for the Hays/LodgePole School District, prior to returning to MSU [to serve as director of Native American & Alaska Native Student Support Services.](#)



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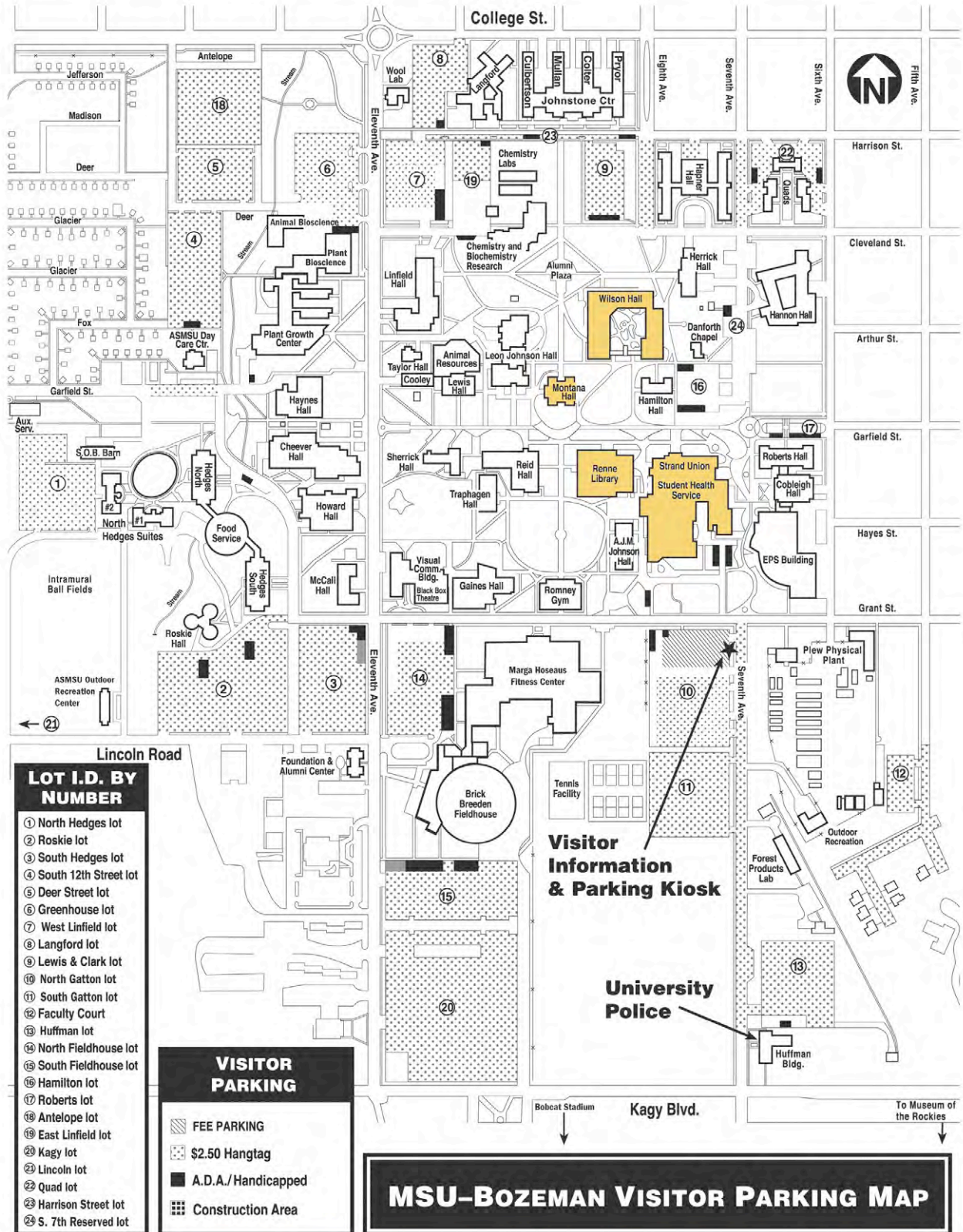
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Renne Library: Research materials • SUB: Financial Aid/Cafeteria**



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