

**PROGRESSIVE DEGREE PROGRAM APPLICATION**  
**Literary Editing and Publishing (M.A.)**



<b>Fall 2024</b>											
APPLICATION TERM										LAST NAME	FIRST NAME
										<b>@usc.edu</b>	
USC ID										EMAIL	PHONE

<p><b>Admission Requirements</b></p> <p>This is a PDP, or progressive degree program. This means you may start graduate classes in the fall semester of your senior (fourth) year. If you want to choose this option, you should apply for the program during the spring semester of your junior (third) year.</p> <p>The all-student deadline to apply for Fall 2024 admission to the progressive degree program is <b>Friday, March 1, 2024, 5pm</b>.</p> <p>As of last academic year (2022-2023) current seniors are also eligible to apply. Seniors wishing to apply may apply by the March 1, 2024 date or choose the <b>senior-only early action deadline of Monday, December 4, 2023, 5pm</b>. An early action application does not commit a student, if accepted, to enroll in the program; it merely offers an early notification of results.</p> <p>Applicants must have a <b>3.3 minimum GPA</b> and have completed <b>64 units</b> of college course work after high school graduation.</p> <p><b>Pre-requisites: *ENGL 300 or ENGL 310</b></p> <p><b>*For extenuating circumstances, please contact Professor Mullins (LEAP Director) at <a href="mailto:bmullins@usc.edu">bmullins@usc.edu</a> to discuss your situation.</b></p>	<p><b>A completed application includes:</b></p> <p>A course plan completed with your advisor (write directly on form),                  Two letters of recommendation from USC faculty (with cover sheets completed directly on form),                  A copy of your STARS report,                  A statement of purpose (500 words),                  Preparatory courses comments (write directly on form),                  Sample Essay Prompt (500-750 words),                  A writing sample of 7-10 pages, which may be critical or creative,                  and a resume.</p> <p style="background-color: yellow; padding: 5px;"><b>Please email the complete application to <a href="mailto:lhough@usc.edu">lhough@usc.edu</a> and <a href="mailto:bmullins@usc.edu">bmullins@usc.edu</a>, subject line: LEAP Application.</b></p>
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		<b>N/A</b>			
MAJOR		SECOND MAJOR (IF APPLICABLE)		UD MAJOR GPA	
		<b>IP</b>	<b>Done</b>	<b>IP</b>	<b>Done</b>
WRIT-150/CORE-111 GRADE		WRIT-340/CORE-112 GRADE		FOREIGN LANGUAGE REQ.	
				GENERAL EDUCATION REQ.	

**Letters of Recommendation**

Applicants are required to submit two letters of recommendation from USC faculty, one of which must be from a faculty member in the English department. Please indicate which faculty will be submitting your letters of recommendation. **Letters of recommendation are to be sent to [lhough@usc.edu](mailto:lhough@usc.edu) and [bmullins@usc.edu](mailto:bmullins@usc.edu), subject line: LOR LEAP (Student's Name)**

FACULTY NAME	DEPARTMENT	EMAIL ADDRESS

**Financial Aid for Progressive Degree Candidates**

Progressive degree students are classified as undergraduate students until their undergraduate degree is conferred or they complete 144 units (combined undergrad and grad), whichever comes first. AP, IB, and A-level exam credit is included in the total number of completed units for financial aid purposes. By signing below, you verify that you have met with a counselor in the USC Financial Aid Office to understand your eligibility for undergraduate financial aid based on your progressive degree course plan:

STUDENT SIGNATURE	DATE

## Course History

Please list courses that you have taken that have prepared you to become a candidate for the progressive degree program in Literary Editing and Publishing.

DEPARTMENT	COURSE #	COURSE TITLE	SEMESTER	GRADE

## Comments

From the courses listed above please describe **how** two of those courses have provided preparation for the LEAP program:

## 4B Essay Prompt (500-750 words):

Write about a formative moment in your life that divided it into before and after. Attach your essay to your application.

### Contact Information

USC Department of English  
3501 Trousdale Parkway  
Taper Hall of Humanities 404  
Los Angeles, CA 90089-0354

: Brighde Mullins  
[bmullins@usc.edu](mailto:bmullins@usc.edu)

### What happens next?

The admissions committee carefully evaluates all applications for the progressive degree program. All students will be notified of admissions decisions and students admitted to the program will be granted clearance to register for ENGL 601.

Students will be notified if their applications are incomplete and will be asked to submit the missing material.

# USC Progressive Degree Program

## Application for Admission to Progressive Master's Program



*Enter all remaining requirements for the bachelor's degree and all master's degree requirements chosen in consultation with the graduate advisor. This information will be used to create your master's program STARS report if your application is accepted. In addition to the master's courses identified on the course plan, all other requirements for Master's degree completion must be satisfied/waived on the STARS report. Submit this application to the graduate department with supplemental materials as required for admission.*

Printed name of student (Last)	(First)	(Middle)
USC ID Number	Email address	Phone Number
Current Major(s)/Minor(s)	USC GPA	Units Completed
Proposed Master's Program	Proposed Admit Semester/Year	
Department/School	Expected Graduation Semester/Year	

### Proposed Course Plan

List courses and units to be taken to fulfill all remaining degree requirements on your STARS Report at the time of application. **Exact** courses must be listed for each master's core requirement; electives may be listed as "graduate degree elective". Elective coursework can be decided later by the student with approval from their graduate program advisor.

- Begin with the current semester. If this is a revised course plan, begin with the term in which the first master's course was or will be completed.
- Check "UG" for courses to be taken to fulfill bachelor's requirements; check "GR" for courses to be taken for the master's degree.  
**Only ONE box (UG or GR) should be checked for each course.**
- The Proposed Course Plan must be agreed upon and approved by the student, and *both* the Undergraduate and Master's Departments

	Dept. Prefix - Course #	UG	GR	Course Title	Units
<b>Semester/Year</b>					
<b>Total Units</b>					
	Dept. Prefix - Course #	UG	GR	Course Title	Units
<b>Semester/Year</b>					
<b>Total Units</b>					
	Dept. Prefix - Course #	UG	GR	Course Title	Units
<b>Semester/Year</b>					
<b>Total Units</b>					

Proposed Course Plan Continued...

	Dept. Prefix - Course #	UG	GR	Course Title	Units
<b>Semester/Year</b>					
<b>Total Units</b>					
	Dept. Prefix - Course #	UG	GR	Course Title	Units
<b>Semester/Year</b>					
<b>Total Units</b>					
	Dept. Prefix - Course #	UG	GR	Course Title	Units
<b>Semester/Year</b>					
<b>Total Units</b>					

This is the original course plan submitted with the program application; all signatures below are required.

This is a REVISED course plan for an existing approved program; only the impacted degree program signatures and student signatures below are required.

***To be completed by the Undergraduate Program***

*The undergraduate course sequencing listed on this course plan is:*

*Recommended*

*Not Recommended*

Major Department/School

Date

Undergraduate Academic Advisor's Signature

Printed Name

*The undergraduate course sequencing for a second major listed on this course plan is (if applicable):*

*Recommended*

*Not Recommended*

Major Department/School

Date

Undergraduate Academic Advisor's Signature

Printed Name

**To be completed by the Master's Program**

First College Term (Sem/Yr): \_\_\_\_\_ Master's Program Post code: \_\_\_\_\_

Total units **required** for the master's program: \_\_\_\_\_ Minimum progressive degree units required for graduation: \_\_\_\_\_

Semester/Year in which 144 total units will be completed: \_\_\_\_\_ Total semesters of registration after completion of 144 units: \_\_\_\_\_

Semester and Year of Progressive Degree Completion: \_\_\_\_\_ 2/3 500-level requirement is met based on proposed plan: Yes No

*The Proposed Course Plan has been agreed upon and approved by the Master's Departments.*

Master's Program Academic Advisor's Signature \_\_\_\_\_ Printed Name \_\_\_\_\_ Date \_\_\_\_\_

*By signing on the line below, I confirm that I have read and reviewed the [Program Requirements](#) and understand how they apply to my specific situation.*

1. I have reviewed the semester/year in which 144 total units will be completed.
2. I understand that I will transition to graduate student status (including tuition rates and eligibility for USC Financial Aid) as soon as any of the following occurs:
  - a. I complete 144 total units
  - b. My first bachelor's degree is conferred
  - c. I receive a research or teaching assistant award
3. I will be subject to undergraduate academic progress standards while in undergraduate status and master's academic progress standards while in graduate status.
4. My degrees may be awarded in the same semester, but my master's degree cannot be awarded before the undergraduate degree.
5. The time limit for completing a progressive degree program is 12 semesters (6 years) beginning from the first term of any college enrollment, including any semesters of non-enrollment\*.
6. I may complete only one master's degree as part of the progressive degree program.
7. (For F-1 or J-1 international students) I have conferred with the Office of International Services regarding my immigration status. I understand that if additional time is needed to complete the master's portion of my program, I must apply for a Program Extension before my current Form I-20 or DS-2019 expires.
8. Upon admission, I will make certain my undergraduate expected graduation date aligns with this course plan.

\*Transfer students whose transfer coursework extends beyond this timeline may have their coursework evaluated for semester-equivalency by the admitting master's program.

*I hereby apply for admission to the Progressive Master's Degree Program. My Proposed Course Plan is attached and has been approved by my undergraduate and master's program advisors.*

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**To be completed by the Master's Program**

*Based on the Proposed Course Plan and additional documentation, the student is:*

*Recommended for Admission*

*Not Recommended for Admission*

Master's Program Admissions Department Signature \_\_\_\_\_ Printed Name \_\_\_\_\_ Date \_\_\_\_\_

**The department liaison should process the approved Application in SIS by adding the PoST code and sending electronic copies of all supporting documents to ESD ImageViewer.**

Department Liaison SIS Initials Code: \_\_\_\_\_

Date documentation shared to ESD/Image Viewer \_\_\_\_\_ Date PoST Added in SIS \_\_\_\_\_



## USC Progressive Degree Program Recommendation Form

*Instructions for student:* Fill in the top portion of this form and present it to your recommender.

*Instructions for faculty:* Return this form to the department coordinator listed below.

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Department coordinator for application

(Please type or print)

Coordinator's email address

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Printed name of student (Last)

(First)

(Middle)

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Department to which you are applying

Email address

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I waive my right to inspect the contents of the following recommendation.

I do NOT waive my right to inspect the contents of the following recommendation.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**Recommender Section:** Please write candidly about the student's qualifications and potential to pursue advanced study in the field specified.

**MA - LEAP:**

Please comment on the student's skills in writing and editing - this may include their workshop critiques and verbal feedback.

Please comment on the student's level of engagement in class. This includes how much they participate in class activities and discussion as well as their attention to their peers' contribution to class.

**LOR Deadline: Dec. 4, 2023 (early decision) or March 1, 2024**

Letters of recommendation are to be written up separately and sent to [lough@usc.edu](mailto:lough@usc.edu) and [bmullins@usc.edu](mailto:bmullins@usc.edu),  
subject line: LOR LEAP (Student's Name).

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Admission to Progressive Degree Program is:

Strongly recommended

Recommended

Recommended with reservations

Not recommended

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Signature

Printed Name

Date

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Department coordinator for application

Coordinator's email address

(Please type or print)

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(First)

(Middle)

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Admission to Progressive Degree Program is:

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Recommended with reservations

Not recommended

Signature

Printed Name

Date