

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



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|------------------|--|--|--|--|-------|--|--|--|--|-----------------|--|------------|--|
| Fall 2024 | | | | | | | | | | | | | |
| APPLICATION TERM | | | | | | | | | | LAST NAME | | FIRST NAME | |
| | | | | | | | | | | @usc.edu | | | |
| USC ID | | | | | EMAIL | | | | | PHONE | | | |

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|---|--|
| <p>Admission Requirements</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 2023 admission to the progressive degree program is Monday, April 1, 2024, 5pm.</p> <p>Beginning this academic year (2023-2024) current seniors are also eligible to apply. Seniors wishing to apply may apply by the March 1, 2024 date or choose the senior-only early action deadline of Monday, December 4, 2023, 5pm. 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 3.3 minimum GPA and have completed 64 units of college course work after high school graduation.</p> <p>Pre-requisites: *ENGL 300 or ENGL 310</p> <p>*For extenuating circumstances, please contact Professor Mullins (LEAP Director) at bmullins@usc.edu to discuss your situation.</p> | <p>A completed application includes:</p> <ul style="list-style-type: none"> • A course plan, completed with your advisor (see pgs 3-4) • Two letters of recommendation from USC faculty (see pgs 6-7 to complete cover sheets, LORs themselves submitted by faculty via email) • A copy of your STARS Report (attach file) • A statement of purpose (500 words) (attach file) • Preparatory courses comments (see pg 2) • Essay prompt response (500- 750 words) (see pg 2, but attach file) • A writing sample of 7-10 pages, which may be critical or creative (attach file) • A resume (attach file) <p>Please email the complete application to lough@usc.edu and bmullins@usc.edu, subject line: LEAP Application.</p> |
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|-------------------------|-------------------------|--|-----------|------------------------|--------------|
| MAJOR | | IF APPLICABLE, SECOND MAJOR/MINOR(S) (note whether maj or min) | | USC GPA | UD MAJOR GPA |
| | IP | Done | IP | Done | IP |
| WRIT-150/CORE-111 GRADE | WRIT-340/CORE-112 GRADE | FOREIGN LANGUAGE REQ. | | GENERAL EDUCATION REQ. | |

Letters of Recommendation

We require two letters of recommendation from faculty members in English or a closely related discipline (comparative literature, journalism, American studies, French literature, etc.). Full time LEAP Faculty (Professors Mullins, Ulin, and Lord) are not permitted to write letters on behalf of students who are applying to the program, as it creates a conflict of interest. Please indicate which faculty will be submitting your letters of recommendation. **Letters of recommendation are to be sent to lough@usc.edu and 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 requested and received a Progressive Degree Status Check from Financial Aid, and have met with a counselor in their office to ensure you understand your eligibility.

| | |
|-------------------|------|
| | |
| 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 |
|------------|----------|--------------|----------|-------|
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Comments

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

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

Program Director: Brighde Mullins
bmullins@usc.edu

Staff Advisor: Laura Hough
lhough@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 one to two months after the deadline, and students admitted to the program will be granted D-clearance to register for **ENGL-601** and **ENGL-606a**.

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 |
|----------------------|-------------------------|----|----|--------------|-------|
| Semester/Year | | | | | |
| Total Units | | | | | |
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| Total Units | | | | | |
| Semester/Year | | | | | |
| Total Units | | | | | |

Proposed Course Plan Continued...

| | Dept. Prefix - Course # | UG | GR | Course Title | Units |
|----------------------|-------------------------|----|----|--------------|-------|
| Semester/Year | | | | | |
| | | | | | |
| | | | | | |
| Total Units | | | | | |
| | | | | | |
| | | | | | |
| | Dept. Prefix - Course # | UG | GR | Course Title | Units |
| Semester/Year | | | | | |
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| | | | | | |
| Total Units | | | | | |
| | | | | | |
| | | | | | |
| | Dept. Prefix - Course # | UG | GR | Course Title | Units |
| Semester/Year | | | | | |
| | | | | | |
| | | | | | |
| Total Units | | | | | |
| | | | | | |
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- 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.

Department coordinator for application

(Please type or print)

Coordinator's email address

Printed name of student (Last)

(First)

(Middle)

Department to which you are applying

Email address

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: _____

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 April 1, 2024

**Letters of recommendation are to be sent to lhough@usc.edu and bmullins@usc.edu,
subject line: LOR LEAP (Student's Name).**

Admission to Progressive Degree Program is:

Strongly recommended

Recommended

Recommended with reservations

Not recommended

Signature

Printed Name

Date



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.

Department coordinator for application

Coordinator's email address

(Please type or print)

Printed name of student (Last)

(First)

(Middle)

Department to which you are applying

Email address

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

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Admission to Progressive Degree Program is:

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Recommended

Recommended with reservations

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Signature

Printed Name

Date
