

**Department of Classical Studies
Indiana University, Bloomington
Graduate Handbook for 2024-25**

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Introduction to the Department of Classical Studies

Welcome to Indiana University! The Department of Classical Studies examines the world of the Ancient Mediterranean, particularly the Greek and Roman worlds. Our courses encourage students to research, think deeply, and develop new perspectives on the past. Our faculty work across the discipline, focusing on literature, history, art and archaeology, law, and philosophy. Our classes reflect these wide interests, offering students the opportunity to explore broadly and gain a broad, interdisciplinary framework for their own thinking.

The Department of Classical Studies seeks to foster a kind community of students, staff, and faculty that embraces and advances the principles of equity, diversity, and inclusion. We believe that our differences, which take many forms, enrich our interactions with one another and allow us to achieve a better understanding of the ancient world by examining it from varied perspectives. We therefore celebrate these differences and aim to create an environment of mutual respect in which individuals of diverse backgrounds, experiences, identities, and outlooks can flourish and express themselves freely.

We fully support the efforts of the College of Arts and Sciences and Indiana University at large to make our campus a place that welcomes all equally and a venue for the pursuit of knowledge where all voices can be heard and all perspectives considered.

List of Faculty and Research Interests

2024-25 Department Officers

Cynthia Bannon

Professor and Chair
Adjunct Professor of History
Latin prose, Roman law, environment

Bill Beck

Assistant Professor
Director of Elementary Latin
Homeric poetry, scholia and commentaries, narrative

Nick Blackwell

Assistant Professor and Director of Undergraduate Studies
Adjunct Assistant Professor of Art History
Greek archaeology, ancient technology, interactions with the ancient Near East

Lindsey Mazurek

Assistant Professor and Director of Graduate Studies
Adjunct Assistant Professor of Art History
Roman art, imperialism, religion

Department Faculty

Bridget Balint

Associate Professor

Medieval Latin, philosophy, manuscript studies

Matthew Christ

Professor
Adjunct Professor of History
Athenian oratory, historiography, law and politics

Kenneth Draper

Assistant Professor
Latin poetry, invective, genre

Julia Mebane

Assistant Professor
Latin literature, political thought, metaphor

Alyson Melzer

Assistant Professor
Greek poetry, literary criticism, theater, aesthetics

Adjunct Faculty

Our most recent list can be found here: <https://classics.indiana.edu/about/affiliate-faculty/index.html>

Graduate Mentoring and Advising

Our department values mentoring and cultivates a culture of community and support. We also see mentoring as a way to keep students informed of their progress as they proceed through the degree. Our mentoring structure has three prongs:

1. MA, MAT and Ph.D. students are assigned an advisory committee upon arrival. Their committee consists of the Director of Graduate Studies (hereafter DGS) and two other tenure-eligible faculty from within the department. These committees are assigned annually by the Director of Graduate Studies, and the student's research interests are taken into account whenever possible. Students are expected to meet with each member of their advisory committee at least once per year and may request additional meetings as needed.
2. Students are required to meet each semester with the DGS to discuss their progress and future plans. These meetings occur mid-semester after the translation exams have been graded. During these meetings, students will select their courses for the next semester in consultation with the advisor. Students should not register until their plans are approved by the DGS.
3. Ph.D. students are expected to identify an informal mentor by the end of their second year. This mentor will be assigned to their advisory committee, supervise their Special Topic exam, and will become their official advisor upon advancement to candidacy. Students should meet with these advisors frequently to discuss their dissertation research plans and Special Topic studies over the course of the semester.

Programs: Master of Arts in Greek or Latin

Admissions

Students must apply using the [Indiana University Graduate School's online portal](#). Applications are evaluated by a committee of faculty members based on academic preparation, strength of writing samples and personal statements, recommendations from faculty that have taught the applicant, and ability of the department to support the student's research plan. We find that students need to have reached at least the advanced level of one language in order to successfully complete the program, though we do not have strict requirements.

The application consists of an online form, a statement of purpose, three letters of recommendation from faculty, a writing sample of 10 pages of connected prose, and transcripts from each university program in which you were enrolled. These transcripts must be sent directly from the institution of origin and cannot be provided directly by the student.

Program Requirements

An M.A. in Classical Studies is rigorous, preparing students for careers and further academic training. This program requires 30 credit hours of Latin, Greek, or classics courses, with at least 22 of these credit hours in Latin or Greek. At least one course should involve writing a term paper.

MA students must pass the following examinations:

- Written translation examination (two hours) in Greek or Latin. Students who do not pass the MA translation exam in three attempts may be deemed not to have made satisfactory progress in the degree program.
- Written examination on the history of Greek or Latin literature in the Greek or Latin literature survey courses (G535 or L535) or by arrangement in exceptional circumstances.
- Reading proficiency in one language other than the degree language. Ancient Greek can complete this requirement with completion of G650 or an equivalent course with a grade of B or better. Latin can fulfil the requirement with completion of L400 or the equivalent with a grade of B or better. French, German, or another approved modern language may also fulfil this requirement.
- Students must take MA exams while enrolled on the Bloomington campus except by special petition.

For further information, consult the [Classical Studies University Graduate School Academic Bulletin](#).

Translation Examination Requirement

The MA graduate translation exam is a 2-hour test of a student's ability to translate Latin or Greek into English. Students are graded on their knowledge of grammar, vocabulary, and overall grasp of the language by a committee of faculty members. MA students may use a print dictionary for reference during the exam. Exams are offered once per semester, normally in the 6th week of classes.

Passages are drawn from a set reading list. Our lists are presented on our departmental website, and students should use them as the focus of their exam preparation:

[List for Latin](#)

[List for Greek](#)

Programs: Master of Arts in Teaching Latin

Admissions

Students must apply using the [Indiana University Graduate School's online portal](#). Applications are evaluated by a committee of faculty members based on academic preparation, strength of writing samples and personal statements, recommendations from faculty that have taught the applicant, and ability of the department to support the student's research plan. We find that students need to have advanced to at least the advanced level of one language in order to successfully complete the program, though we do not have strict requirements.

The application consists of an online form, a statement of purpose, three letters of recommendation from faculty, a writing sample of 10 pages of connected prose, and transcripts from each university program in which you were enrolled. These transcripts must be sent directly from the institution of origin and cannot be provided directly by the student.

Program Requirements

All M.A.T. students must complete a total of 26 credit hours in the Department of Classical Studies, of which 20 credit hours are in Greek and/or Latin language and literature (L and G courses), and 6 credit hours are in classical civilization and culture (C courses).

MAT students must pass the following examinations:

- Written translation examination (two hours) in Greek or Latin. Students who do not pass the MA translation exam in three attempts may be deemed not to have made satisfactory progress in the degree program.
- Written examination on the history of Greek or Latin literature in the Greek or Latin literature survey courses (G535 or L535) or by arrangement in exceptional circumstances.
- Students must take MA exams while enrolled on the Bloomington campus except by special petition.

Additional credits are required from the School of Education, which are normally completed in the third year after the student has finished their Classical Studies requirements. The School of Education requirements for licensure are completed through the Secondary Transition to Teaching program. [The requirements for that program are to be determined by the School of Education](#).

Translation Examination Requirements

The MA graduate translation exam is a 2-hour test of a student's ability to translate Latin into reading English. Students are graded on their knowledge of grammar, vocabulary, and overall grasp of the language by a committee of faculty members. MAT students may use a print dictionary for reference during the exam. Exams are offered once per semester, normally in the 6th week of classes.

Passages are drawn from a set reading list. Our lists are presented on our departmental website, and students should use them as the focus of their exam preparation:

[List for Latin](#)

Ph.D. in Greek and Latin

Admissions

Students must apply using the [Indiana University Graduate School's online portal](#). Applications are evaluated by a committee of faculty members based on academic preparation, strength of writing samples and personal statements, recommendations from faculty that have taught the applicant, and ability of the department to support the student's research plan. Applicants must have completed a M.A. in Classics or a related field with advanced coursework in Greek and Latin before admission to the Ph.D. Students may apply to the Ph.D. program while completing their B.A. or after completing a B.A., but must complete a M.A. degree before they can progress to the Ph.D.

The application consists of an online form, a statement of purpose, three letters of recommendation from faculty, a writing sample of 10 pages of connected prose, and transcripts from each university program in which you were enrolled. These transcripts must be sent directly from the institution of origin and cannot be provided directly by the student.

Program Requirements

The PhD in Classical Studies prepares students for careers in the professoriate and other fields. In addition to coursework and qualifying examinations students complete a graduate minor and write a dissertation based on independent, original research.

A total of 90 credit hours is required in the following categories:

- 10 credit hours of core requirements (C501, G535, L536)
- 43 additional credit hours of coursework in Classical Studies
- graduate minor (12-15 hours as specified by minor field department)
- dissertation (maximum of 28 credit hours)

Students must receive a grade of C or higher to count for graduate credit. Grades of C- or below may be viewed as evidence of unsatisfactory progress towards degree.

Students must also pass the following qualifying examinations before advancing to candidacy:

- Greek and Latin Translation (see below). Students should expect to take one of the exams each semester (except their first semester on campus) until they pass. Students who do not pass PhD translation exams in three attempts may be deemed not to have made satisfactory progress in the degree program.
- Greek and Latin Literature: exams to be taken in the Greek and Latin literature survey courses (G535 and L535) or by arrangement in exceptional circumstances.
- A Special Topics examination (see below) of 3 hours.
- An examination on the outside minor may be required by the minor department.
- Students must take PhD exams while enrolled on the Bloomington campus except by special petition.

Minor Concentration

All Ph.D. students at Indiana University must complete a minor outside of their home department. Their minor should be within another program or department in the College of Arts and Sciences, unless there is a special circumstance. Most minors require 9-12 units of coursework. Students should select their minor in consultation with their advisory committee and must complete their coursework prior to advancing to candidacy. They should also meet with the DGS of their minor department/program early in their studies to ensure they are meeting that program's requirements.

Classical Studies also offers a Ph.D. minor in Greek or Latin to students enrolled in other Ph.D. programs.

Foreign Language Requirements

Because research requires students to engage with scholarship from around the world, Ph.D. students must demonstrate reading competence in **two** modern foreign languages. Normally, this consists of German and French, though other languages (such as Italian or Modern Greek) can be substituted if the student can demonstrate their relevance to the proposed dissertation project. Competence can be demonstrated through the successful completion of a two-course graduate reading knowledge sequence or by examination (administered by the modern language department).

Translation Exams in Greek and Latin

Ph.D. students must pass 2 qualifying examinations, one in the translation of Ancient Greek into English and one in the translation of Latin into English. These exams are 3 hours long. Students are graded on their knowledge of grammar, vocabulary, and overall grasp of the language by a committee of faculty members. Ph.D. students may not use any outside resources during the exam, but especially uncommon words are glossed. Exams are offered once per semester, normally in the 6th week of classes.

Passages are drawn from a set reading list. Our lists are presented on our departmental website, and students should use them as the focus of their exam preparation:

[List for Ancient Greek](#)

[List for Latin](#)

Special Topic Exam

The Special Topic exam is a written exam of 3 hours designed to prepare students to undertake original research in a specialized area. The topic's scope should be well defined (i.e. a single ancient author, a genre of ancient texts, a key theme or method in the study of the ancient world, or a corpus of ancient material culture). In all cases, the topic's boundaries should be clearly defined in terms of genre, geography, and chronology. In the exam, students will demonstrate knowledge of relevant sources and objects, their provenance (including manuscript transmission for literature-based topics), and situate them in their cultural, aesthetic, and historical contexts.

To prepare, students work with a faculty advisor to develop mastery of a significant body of ancient sources (literary, documentary, and/or material culture) and relevant scholarship. Students, with advice from their advisor, should determine the scope of the topic and bibliography to be consulted. Because each subfield's emphases and methods are different, the advisor should determine the design of the exam. The topic exam's design and parameters (i.e., number and type of questions) must be finalized and shared with the student and the Director of Graduate Studies in writing no later than the third week of the semester in which the exam is to be taken. The exam will be graded by the faculty advisor and a committee of two other faculty members invited by the faculty advisor in consultation with the student.

Students should begin preparation for the exam immediately upon completion of the qualifying exams in Greek and Latin translation. Students are expected to pass the Special Topic within two semesters of completing their qualifying translation exams in Greek and Latin. Students who take longer than two semesters to pass the exam may be deemed to have not made satisfactory academic progress. Students may need to prepare for the exams while finishing their required coursework to meet the University's minimum necessary credits for graduation.

Students should register for Research in Greek and Latin (CLAS C875) during the semester(s) in which they are preparing for the exam. Students should take this course for no more than 2 semesters. The special topic must be selected and shared in writing with the Director of Graduate Studies no later than the third week of the first semester of CLAS C875, though students are encouraged to begin developing a topic as soon as they complete their qualifying translation exams. Successful completion of CLAS C875 is based on two assignments. The first is a 40-item bibliography of material to be read in preparation for the exam. A polished draft of this bibliography must be submitted by the end of the first semester of C875. The second assignment is 6,000-9,500 words of analytical prose discussing a significant portion of the scholarship presented in the bibliography, developed in consultation with the advisor. The prose assignment must be submitted and graded before the Special Topic exam. The advisor will grade these two items and provide feedback with a view towards the development of a dissertation topic.

Admission to Candidacy

Following the completion of Qualifying Examinations, a student is admitted to candidacy for the Ph.D. degree when the Director of Graduate Studies has certified to the Dean of the Graduate School that the student has passed the examinations. The student should consult with the department's graduate coordinator to prepare the appropriate forms.

Once a student has been admitted to candidacy for the Ph.D. degree, the Graduate School requires enrollment each semester (excluding Summer Sessions) for thesis or research credit

(C880 or G901) until the degree is completed. Students who have completed 90 credit hours and all requirements for the Ph.D. are eligible to enroll in G901 for a flat rate per semester. Enrollment in G901 is limited to a total of SIX semesters.

In accordance with graduate school regulations, the student must submit and have received acceptance of his/her doctoral dissertation within **SEVEN** years following the completion of Ph.D. qualifying Examinations and **FIVE** years following formal admission to candidacy.

Dissertation

The next step after the qualifying examinations and admission to candidacy is the preparation of the dissertation. A dissertation is an original, substantial work of high-quality scholarship. A faculty research committee is chosen by the candidate consisting of a dissertation director, two other readers from the department, and a representative of the student's minor area.

Normally the candidate first approaches a potential director and discusses with them the composition of the remainder of the committee. It is important that the student seek the approval of each potential committee member personally. The Graduate School requires that the research committee comprise members of the graduate faculty. The student should consult with the department's graduate coordinator to file the names of their committee members with the Graduate School.

The student next prepares a dissertation proposal in consultation with his or her director and research committee. The proposal should include:

1. A brief, clear statement of the proposed topic.
2. An account of what has been done on the subject and how the candidate's proposed topic relates to earlier scholarship.
3. A brief account of the methods of research that are to be employed.
4. A tentative outline.
5. A bibliography of works directly relevant to the topic.

In preparing the dissertation, the student must follow all Graduate School guidelines about formatting, submission, and other logistical details.

Final Examination

An oral examination on the dissertation follows its completion. This is attended by the candidate's committee as well as other members of the department and graduate school faculty who wish to attend. The examination must be scheduled at least 30 days in advance and a formal announcement must be submitted to the Graduate School.

In the defense, the student should be prepared to discuss their project's method, scope, contribution to the field, aims, and main claims. Students may be asked to revise portions of the dissertation before it can be accepted by the committee. All members of the dissertation committee must sign (electronically or on paper) the signature collection page indicating that they have accepted the dissertation as-is or pending revisions.

Affiliated Programs

The Department of Classical Studies works closely with the Program in Ancient Studies and the Institute for Medieval Studies. We maintain good working relationships with other programs on campus.

Graduate Student Appointments

For more information about policies and graduate student academic appointments, see: <https://hpsc.indiana.edu/graduate/saa.html>

Financial Assistance

The department offers financial support to students pursuing relevant extracurricular coursework and activities on a case-by-case basis. This includes participation in conferences, excavations, and internships, as well as modern language coursework, and workshops related to alt-ac careers. Please send an email to the department chair describing the opportunity and providing a budget well in advance. Graduate students are also eligible for various departmental scholarships awarded in the spring. Due dates will be announced via email, and students must apply through <https://iu.academicworks.com/>.

The College Graduate School offers additional fellowships to support student research and participation in conferences. You can find a database of graduate funding opportunities (both internal and external) here: <https://graduate.indiana.edu/funding-professional-dev/funding/fellowships/index.html>

Health Insurance and Benefits

Insurance is offered to all graduate students who serve as an SAA or are on a College fellowship. Students in other situations should contact the DGS to ask about the possibility of obtaining health insurance. For information about your health insurance, see https://www.universityhealthplans.com/letters/letter.cgi?group_id=549

Responsibilities, Requirements, and Expectations

Email

All students must **check their IU email account once per day**, including over the summer. Important information, announcements, and invitations are shared over email, and students are responsible for keeping track of these announcements and responding in a timely fashion to all requests.

Attendance at Trainings, Orientations, and Workshops

You are required to attend all mandatory trainings and orientations each year, including Title IX training as mandated by federal law. Failure to do so may be a violation of your SAA contract.

Serving as an Associate Instructor

Most students are supported through work as an Associate Instructor (or AI). These appointments normally take three forms: 1) serving as a grader and teaching assistant for our large lecture courses, 2) teaching Medical Terminology (CLAS C209) as an instructor of record, or 3) teaching introductory and intermediate Latin and Ancient Greek courses as an instructor of record. Except in unusual circumstances, students must pass a masters-level language course before they can be assigned as an instructor of record for language courses.

Students working as graders and teaching assistants will have their specific duties outlined by the instructor of record. In all cases, they are expected to attend all class sessions, respond promptly to email, submit graded assignments in a timely manner, keep Canvas and other student information private and up to date. Students working in this capacity may also need to schedule and hold office hours for students.

Students working as instructors of record must follow IU's policy on [Faculty Instructional Responsibilities](#). IU requires that you present a finished syllabus on the first day of classes, use Canvas for your courses and keep students regularly apprised of their grades. You should also hold regular office hours, respond to student and faculty emails in a timely manner, and provide alternate assignments for any classes that must be canceled. You should also work with your faculty supervisor to ensure you are following IU policies on student behavior, academic dishonesty, or any other issues.

Please review your SAA contract carefully. Violation of the responsibilities laid out in your contract can result in the termination of your SAA employment.

For resources to support AI pedagogy, see: <https://citl.indiana.edu/programs/ai-support/index.html>

Meetings with DGS and Advisors

You are required to attend an advising meeting with the DGS once per semester to discuss your progress in the program, your academic performance, and your courses/credits for upcoming semesters. These are opportunities for you to receive guidance, mentoring, and a clear understanding of your progress and standing. These meetings will take place after the results from translation exams have been shared, and failure to attend may result in poor outcomes, including expulsion from the program.

You should also meet regularly with your advisors and instructors. Students who are in coursework are expected to take advantage of professors' office hours for help, advice, and feedback. Students who have not yet advanced to candidacy should also meet with the members of their advisory committee at least once per semester. See *Mentoring and Advising* above.

Attendance at Departmental Events

The department also expects that you will attend department-sponsored evening lectures and events unless prevented by other departmental duties like your SAA appointment. These lectures are part of your academic training and provide valuable intellectual and professional development.

Evaluations

Students will receive a formal written evaluation from the DGS after their advising appointment each semester.

Each spring, all instructional faculty submit formal written evaluations of graduate students in their courses to the DGS. The DGS collects and reviews these evaluations and places them in the department's record. If any issues emerge, students will receive notification via email over the summer and may be asked to meet with the DGS or Chair to address ongoing issues before the start of the new academic year.

Professional Development Opportunities

We encourage students to pursue professional development opportunities, including conferences and workshops. Funding for those can be obtained from the department or College Graduate School.

We maintain a list of professional development opportunities, including places to find Calls for Papers for conferences, on our website: <https://classics.indiana.edu/graduate/professional-resources.html>

The Graduate School provides specialized funding to support participation in professional development opportunities: <https://graduate.indiana.edu/funding-professional-dev/index.html>

For students interested in pursuing careers outside of academia, we recommend using the Walter Career Center's graduate student services: <https://graduate.indiana.edu/funding-professional-dev/professional-dev/career-coaching.html>