

GRADUATE DIPLOMA IN
LATIN AMERICAN & CARIBBEAN STUDIES
PROGRAM COMPLETION PLAN

Please complete a one- to two-page Program Completion Plan, summarizing how you expect to complete (or have completed) each of the requirements for the CERLAC Diploma. This Plan will be further developed and summarized from time to time in a revised or updated version as you advance through your program and meet each of the requirements. The final version, summarizing how you have completed each of the requirements, will be approved by your Supervisor and by the Diploma Coordinator, certifying your accomplishments and recommending to the Faculty of Graduate Studies that you be granted the CERLAC Diploma.

The points to be addressed in your Plan are shown below. You may have already completed some of the requirements, others may be complete but not yet documented with supporting letters or other requested information, and still other requirements may not yet have been initiated or completed. Thus, early plans may include statements such as, "I propose that the XXX requirement be fulfilled by YYY." Please note the situation in each instance. The final version of the plan will of course include statements such as, "The XXX requirement was fulfilled by YYY (details added)."

Feel free to contact the Diploma Coordinator with any questions about your Plan. Contact information is available from the CERLAC website:
<http://www.yorku.ca/cerlac/gradprog.htm>

If this is the final version of your Plan, please attach the Document Checklist, along with all other necessary documentation, and submit the complete package to CERLAC:

825 YRT. Phone: (416) 736-5237 Fax: (416) 736-5688 Email: cerlac@yorku.ca

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Please attach this form to each updated version of your Plan.

Last name(s): _____ First name(s): _____

Date: _____ York student number: _____

Permanent mailing address (where we can reach you after you've finished your studies):

Current email and phone number (where we can reach you at the present time).

Email: _____ Phone: _____

Graduate program (Department or Faculty): _____

Graduate degree you are completing: _____

Date graduate degree completed or will be completed (completion is usually the month of convocation). Month: _____ Year: _____

Convocation date: Spring Fall Year: _____

Supervisor's name: _____

Supervisor's Department: _____ Email: _____

Submit this form to CERLAC:
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- **How will you fulfill (or have you fulfilled) the language requirement?** (A working knowledge of Spanish, Portuguese, or another language other than standard English needed for research in the region.)

You should indicate: a) the language you will use (or have used) to fulfill the requirement; b) the standard set by your Supervisor (reading skills or oral skills) if this standard has been set; and c) the kind of exam, by whom it was administered, and the kind of letter or certificate to be obtained (or already obtained) to confirm that you passed the exam.

- **How will you satisfy (or have you satisfied) the requirement for two research papers and/or courses?** (A combination of two courses and/or research papers on Latin American or Caribbean-related topics accepted by the candidate's supervisor. One of these may be the candidate's thesis or dissertation. The research papers must be written outside of courses being counted towards this requirement. All papers and/or courses must be done at York University concurrently with the candidate's graduate degree program.)

For each paper you plan to write or course you plan to take, provide a short paragraph on what you have in mind. For papers you have written or courses you have taken, give the details. For a paper give the title, purpose (if submitted for a course, give the number, title, professor, year), content, length, and key items from the bibliography. For each course, provide the course number, title, professor, year, whether it was a half (3 credit) or full (6 credit) course, and brief description.

- **How will you fulfill (or have you fulfilled) the breadth requirement?** (Breadth of knowledge in the region beyond what may be inferred from a reading of the candidate's research papers and coursework. This requirement may be satisfied in one of two ways:
 - a) **A *third research paper*** acceptable to the candidate's supervisor on a LAC-related topic different from those satisfying item 4 above. In addition, any paper counted towards this requirement must be written outside of any courses being counted towards the requirement for Courses and/or Research Papers. *The Supervisor and the Diploma Coordinator must agree that the paper is appropriate, or*
 - b) **An oral examination** on a LAC-related topic different from those of satisfying item 4 above, based on a reading list *approved in advance by the candidate's supervisor*. The reading list should include at least twelve substantive scholarly sources.

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- **How will you complete (or have you completed) the "regional experience" requirement?** (Personal experience for a period of at least two months, beyond simple tourism, in Latin America or the Caribbean.)

- **What steps will you take (or have you taken) towards completing the requirement for CERLAC event attendance?** (Participation in at least ten CERLAC colloquia or related activities during the candidate's graduate tenure. One-page critical commentaries on at least five of these events must be submitted to the candidate's supervisor for approval. Please use the Seminar Tracking Sheet to document your attendance.)

If by research paper, provide a paragraph on the paper and how it demonstrates a breadth of knowledge in the region. If it is by bibliography and oral exam, please attach the bibliography and a statement from your Supervisor that you passed the oral exam.