



DEPARTMENT OF HISTORY

## Foreign Language or Tool Skill Requirement for PhD

In consultation with their Advisor, each PhD student in History will either demonstrate reading knowledge of one foreign language or proficiency in one equivalent tool skill. The student must fulfill the language or tool skill requirement before scheduling the qualifying examination. As the language or tool skill requirement is frequently time-consuming, initial steps toward meeting it should be taken in the first days of doctoral study.

All students whose major field is Latin American history and students whose research will require knowledge of a foreign language must pass an examination in the requisite language. Language exams will be administered by the department at the beginning of each semester and will be graded by two faculty members with appropriate language skills. A student may use a dictionary on these exams. Ordinarily, exams will require students to accurately translate several pages of text. The exam must be submitted to the DGS along with this form and placed in the student's file.

Students whose research does not require a foreign language may complete a tool skill, such as GIS or Digital, Oral, or Public History. Ordinarily, students will demonstrate proficiency by earning a B in a graduate level course in the subject. Students who earned a B in such courses at other institutions may petition the graduate committee for a waiver.

**The following student has met the language or tool skill requirement for the PhD:**

\_\_\_\_\_  
Student Name

\_\_\_\_\_  
TCU ID

\_\_\_\_\_  
Language or Tool Skill

\_\_\_\_\_  
Requirement met by

\_\_\_\_\_  
Director of Graduate Studies

\_\_\_\_\_  
Date