

Middlebury College
DOCTOR OF MODERN LANGUAGES IN HEBREW
GUIDELINES AND PROCEDURES FOR STUDENTS
(For DML candidates who enter the program in 2019 or later)

INTRODUCTION

The Doctor of Modern Languages (DML) degree program, established in 1927, is unique to Middlebury College and reflects a commitment to the promotion of excellence in second language acquisition, literature, linguistics, and language pedagogy. The DML in Hebrew language and culture prepares leading Hebrew language educators who will advance the field of teaching and learning Hebrew language and culture as leading educators and researchers. This program builds upon the School of Hebrew's MA program and offers students the opportunity to further develop advanced research skills in order to deeply engage with the field of Hebrew as a Second Language.

The following guidelines are designed to clarify DML procedures for current and prospective Hebrew DML candidates.

Note: For the purpose of these guidelines, the abbreviations L1 (first DML Language) and L2 (second DML Language) will be used. L1 is Hebrew; L2 options include Arabic, Chinese, German, French, Italian, Japanese, Korean, Portuguese, Russian, and Spanish.

ADVISING

The School of Hebrew Director is normally a candidate's general advisor during the full course of study.

INQUIRIES

Inquiries about the DML program may be directed to the Assistant Director of the School of Hebrew. The School of Hebrew administration and the L2 Assistant Director are responsible for administrative support only. Questions on academic matters and fulfillment of degree requirements should be addressed to the Director of the School of Hebrew (SoH).

The SoH Director, in consultation with the office of the Dean of Language Schools, has primary responsibility for the DML in Hebrew.

APPLICATION/ADMISSION PROCESS

A prospective student applying to the DML program in Hebrew should normally have an MA degree in Hebrew with a specialization in Teaching Hebrew as a Second Language or may, with the approval of the Dean of Language Schools and the Director of the School of Hebrew, substitute an MA in a related field.

The deadline for applying to the DML program is March 1st. DML applicants will submit an application to the School of Hebrew (L1) only.

In addition to supporting documents described in the Language Schools application instructions, DML applicants must complete a Hebrew placement exam and undergo oral interviews in the School of Hebrew. A sample of the applicant's academic writing in Hebrew, letter of intent, and a proposal explaining the applicant's future research goals must also be submitted. Only applicants who have demonstrated doctoral-level (minimum of Advanced High) proficiency in Hebrew will be admitted to the program. (see appendix: checklist of application requirements).

The enrollment and rooming form and tuition deposit must be submitted to the L2 School.

DEGREE REQUIREMENTS:

Students must earn a minimum grade of B+ in all **course work** applied toward DML requirements (*The minimum grade for the Qualifying Paper completed during the first academic year is A-*). A student who receives a grade lower than B+ for any course will not be permitted to continue in the program. A Middlebury College Language School unit equals 3 semester hours or 4.5 quarter hours of credit.

All courses taken for credit towards the DML degree, at Middlebury or other institutions, must be 600- level or above. Courses in language practice (such as conversation and composition courses) cannot be applied toward the DML degree.

CANDIDACY PROCEDURE

The candidacy procedure in the School of Hebrew DML program consists of two steps: (1) The summer of candidacy and (2) the qualifying paper.

Summer of Candidacy: Before formal admission to the DML program, an accepted applicant successfully completes the second language requirement (see below).

Qualifying Paper: After completion of the second language requirement, students must successfully complete the Qualifying Paper. Student must earn at least an A- on the Qualifying Paper. Students submit the Qualifying Paper by March 1st of the year immediately following the summer of candidacy to the Assistant Director of the School of Hebrew. If the paper does not qualify for DML candidacy, the student will be alerted that they are not accepted into the DML program.

DML applicants enroll in the L1 Qualifying Paper course in the fall semester immediately following the L2 summer. If the eventual grade in the Qualifying Paper is lower than an A-, any credits a student has earned will not count toward the DML and the student will not be accepted into the DML program.

DML CANDIDACY:

If the Qualifying Paper topic and bibliography are approved, the School of Hebrew informs the student. The Director appoints a member of the School's faculty to advise the student in the preparation of the paper. The paper, written in Modern Hebrew, will be approximately 25 pages in length, excluding introduction, bibliography and appendices, conform to the *MLA Handbook for Writers of Research Papers* or the *Manual of the American Psychological Association*, and be of **publishable quality**. The Qualifying Paper must be a new, original work by the student, not a revision of a paper the student has written earlier, either at Middlebury or at another institution.

The Director of the School and the adviser grade the paper jointly.

After successful completion of the summer of candidacy and the Qualifying Paper, the student will receive a letter from the Assistant Director of the SoH formally admitting him/her to candidacy in the Doctor of Modern Languages program. The letter includes an explanation of the ten-year limit for completion of the degree.

COURSE WORK

A minimum of 12 units (courses) of credit are required for the DML in Hebrew including the three units of credit of the L2. After the completion of the L2, with a minimum of grade of B+ in all L2 units, students will be required to enroll in a unit that will prepare them for the completion of their qualifying paper. A- is required to successfully complete the qualifying paper requirement. An additional eight units (courses) will be required to complete the first phase of the program in the School of Hebrew. Credit (up to three courses) may be transferred only for L1 work and must be requested in accordance with the transfer credit policy (minimum grade of B+). A student who wishes to transfer courses should contact the School of Hebrew Assistant Director to request the Transfer of Credit form.

SECOND LANGUAGE REQUIREMENT

Students in the School of Hebrew DML program fulfill the second language requirement by enrolling as non-degree seeking students in a Middlebury Language School other than Hebrew and complete a summer as full-time students in the program. Students should enroll in the beginners or advanced beginner level courses.

During the L2 summer, DML School of Hebrew students are required to participate in the community of the L2 school and reside for the duration of the entire program on campus in dormitories associated to the L2 school. They are obligated to follow the Language Pledge and are not allowed to use any other language than the language they are studying in the L2 school for the duration of the entire summer.

DML students taking courses in the L2 have to submit an application for “Graduate Level – NEW Applicants (MA or DML)” to the School of Hebrew only.

No transfer credit may be applied toward L2 requirements.

TRANSFER OF CREDIT

DML candidates may apply up to three units (courses) of transfer credit to their Middlebury degrees. Candidates wishing to transfer course credit should request “Transfer of Credit Forms” from the School of Hebrew and must receive written approval in advance from the Language Schools Registrar for each course they intend to transfer.

Transfer Course Requirements:

1. Only courses taken *after* successful completion of the summer of candidacy and formal admission to degree candidacy may be transferred; i.e., courses taken at other institutions before the first summer of study may not be transferred toward a Middlebury degree.

2. A student must obtain written permission from the Registrar **before** registering at another institution for a course that is intended for transfer to Middlebury. To request permission, a student must submit to the SoH Assistant Director a completed **Transfer Course Description Form**. (The SoH Assistant Director will consult with the SoH Director and/or the Registrar as to the suitability of a particular course.)
3. Courses in language practice (such as conversation and composition courses) are not transferable.
4. All courses intended for transfer must be taken at the graduate level (600-level or above) of an accredited institution offering graduate credit toward an advanced degree. Correspondence courses are not acceptable.
5. To be transferred as one unit, a course must carry at least 3 semester hours or 4.5-quarter hours of credit; courses that exceed this minimum will generally be accepted for no more than one unit of transfer credit.
6. A maximum of three transfer units can be applied toward the eight units of course work required for the L1. The transfer courses may not duplicate courses previously taken for degree credit, and may not have been counted toward any other degree.
7. **No grade below B+ may be applied toward to the DML degree.** All transfer courses counted toward the degree must have been taken on a graded basis, not “pass/fail.”
8. Special Middlebury two and three-week seminar courses may not be counted toward the DML degree.
9. At the conclusion of an approved transfer course, an official transcript showing the course title and grade must be forwarded to the SoH Assistant Director to complete the formal transfer of credit toward the Middlebury degree.

RESIDENCY ABROAD OR CULTURAL RESIDENCY

Residency Abroad: Each DML student spends **at least one semester or two summers** residing in Israel in order to gain greater familiarity with the target culture. (For the purposes of this requirement, a summer is understood to consist of at least 6 weeks of continuous residency.)

Prior approval of plans for residency abroad must be obtained by writing to the Associate Dean of Language Schools. Upon completion of the residency abroad, students must document their stay in a letter to the Dean, who will confirm that requirements have indeed been met.

Documented residence abroad within 10 years prior to the summer of candidacy may be considered toward fulfillment of this requirement.

Cultural Residency: If students are unable to visit Israel, they can opt to fulfill the residency abroad requirement through a cultural residency.

Cultural residency in the U.S. consists of a sustained series of immersive experiences. The exposure to authentic language and culture must be in scope and depth equivalent to spending one year or two summers in Israel. Candidates choosing the cultural residency must receive pre-approval both from the Director of the SoH and from the Associate Dean of the Language Schools. Upon completion of the cultural residency, students must document their experience in a letter to the Dean, who will confirm that requirements have indeed been met.

TEACHING EXPERIENCE

All School of Hebrew DML candidates must demonstrate competence in teaching the L1, and the Teaching Practicum serves as the usual means of demonstrating teaching competence. Experienced language teachers may seek a waiver of the practicum requirement by having three letters from colleagues or supervisors submitted on official letterhead to the School of Hebrew. Teaching experience prior to the candidate's summer of candidacy may be counted. DML candidates planning to seek a waiver of the practicum requirement should notify the SoH director prior to submitting letters. A waiver can only be granted by the Dean of the Language Schools.

COMPREHENSIVE EXAMINATIONS

Each candidate must pass both written and oral examinations (Comprehensive Examinations) in Hebrew. Candidates may enroll in courses in the summer in which they take the DML exams only by special permission of the Dean. The SoH Director appoints a committee, which writes and grades the examinations.

WRITTEN EXAMINATIONS

Written exams are typically scheduled during the second half of July and students may take their examinations:

- On a Mac or PC computer
- By writing their answers in the examination booklets. Students must use a separate examination booklet ("blue book") for each question and write the number of the question on the cover. Pens and pencils will be provided.

Students may not bring textbooks, reference books, or their electronic devices into the exam room. They are permitted to leave the exam room to call the SoH Director if they have questions concerning the exam. The Director should be available for consultation on the designated exam days.

We recommend that students contact the School of Hebrew if they wish to review previous exams from one of the Language Schools.

ORAL EXAMINATIONS

The SoH Director schedules oral exams on the Monday or Tuesday following the written examinations.

ACADEMIC REVIEWS

Upon completion of oral examinations, the SoH Director will review the student's file to assess progress toward completion of course requirements and fulfillment of other degree requirements such as teaching experience, cultural residency, and second language study. All course work must be completed no later than the end of the seventh summer.

PROSPECTUS AND DISSERTATION

Upon successful completion of all course work and of both written and oral exams, and no later than the end of the candidate's seventh summer, the candidate will submit a formal dissertation prospectus, written in Hebrew.

Up to 30% of the dissertation will be permitted to be in English. The SoH Director, in consultation with the candidate, nominates a dissertation advisor from the School faculty, who will oversee the candidate's dissertation preparation. Once the prospectus has been approved, and the advisor appointed, the SoH Director, dissertation advisor, and candidate sign the DML Prospectus Form, which is kept in the student's file.

The dissertation advisor communicates regularly with the candidate and is available for telephone, mail, or e-mail consultation as needed during the academic year. The advisor, in consultation with the SoH Director, develops a reading list for the candidate's use in dissertation preparation. The SoH Director and dissertation advisor review the candidate's status regularly. Failure to make adequate progress may result in the candidate's dismissal from the program.

The candidate is responsible for making timely progress on the dissertation and for keeping the advisor informed as to the status of the work. The advisor will respond in a timely fashion to communications from the student. The SoH Director is responsible for monitoring the progress of the dissertation and, where necessary, facilitating communication between the candidate and the advisor. The office of the Dean of Language Schools will respond to any procedural questions or problems.

A Middlebury Hebrew DML dissertation is a scholarly paper of at least one hundred pages in length (excluding front- and end-matter), written in Hebrew. Up to 30% of the dissertation will be permitted to be in English. *MLA Handbook for Writers of Research Papers* or the *Manual of the American Psychological Association*.

The dissertation author raises an important pedagogical, linguistic or cultural problem, reviews the work of other scholars in the area of this problem and identifies a question or questions for close examination. The author proposes a thesis (an answer or answers to the questions), considers evidence, and makes a well-structured argument in the context of a sound theoretical framework in order to draw appropriate conclusions that illuminate the pedagogical, linguistic, or cultural, problem.

The dissertation should be written on a computer, preferably one compatible with equipment available on the Vermont campus.

It is the responsibility of the dissertation advisor to recommend the dissertation for defense, when he or she considers that it is ready.

The candidate must submit three copies of the Dissertation, along with one electronic copy (to speed up distribution if necessary) to the SoH Assistant Director by **June 1st** of the summer during which it is to be defended. There will be no extensions granted. The dissertation fee is due at this time. three copies are required to be bound; spring-loaded thesis binders may be used. The SoH Assistant Director will give the copies to the School of Hebrew Director. The Director distributes copies to members of the dissertation defense examination committee.

One final, corrected version must be submitted electronically to the SoH Assistant Director before August 7th.

The defense is typically scheduled during the fourth or fifth week of the session. The SoH Director determines the date, time, and location of the defense and informs the Dean of Language Schools. The SoH Director normally appoints two readers in addition to the dissertation advisor.

The defense normally consists of a brief introduction by the dissertation advisor, a presentation of about fifteen minutes in length by the candidate, and comments and questions by members of the committee from the School of Hebrew. If the dissertation advisor is not present, the SoH Director conducts the defense or designates a director of the defense. Following the defense, the committee votes on acceptance of the dissertation. A majority vote is required for passage, broken in case of a tie by the SoH Director or his or her designate.

The SoH Director, dissertation advisor, or faculty member appointed to conduct the dissertation defense is responsible for the proper conduct of the examination. He or she must guarantee that the candidate is provided a reasonable opportunity to defend the dissertation must ensure that it is the candidate alone and not any member of the examination committee who defends the dissertation and must protect the candidate from harassment.

A Dissertation Report Form is completed at the end of the defense by the SoH Director. Results of the dissertation defense are transmitted to the Registrar's Office by the SoH Assistant Director for recording on the student's transcript. In case of failure, the student may choose to rewrite the dissertation and submit it for a second defense no later than the following summer.

If the dissertation is accepted, a final, corrected electronic copy of the dissertation (in PDF or Word format) is submitted to the SoH Assistant Director before August 7th. The SoH Assistant Director delivers the electronic dissertation to the Library, where it is placed in the College Archive.

EXTENSIONS

In exceptional cases, the Dean of Language Schools may grant an extension to the ten-year limit for completion of the degree. A candidate who, for reasons beyond his or her control, is unable to complete the degree within ten years may address a written request for an extension to the Dean of Language Schools, who will issue a written decision after consultation with the SoH Director.

Appendix

Checklist of Application Requirements:

- **Recommendation Letters:** The candidate will provide three letters of recommendation – two letters from current or previous professors who can describe the candidate's academic abilities and one letter from a professional who can evaluate the candidate's ability to contribute to the field.
- **Interviews:** Two interviews with two academics chosen by the School of Hebrew.
- **Letter of Intent:** A letter explaining the candidate's reason for applying to this program (2-3 pages, in Hebrew).
- **Written Research Proposal:** A proposal explaining the candidate's future research goals, including a description of the candidate's previous research. (if applicable) (at least 2 pages, in Hebrew).
- **Language Assessment:** A written exam to assess the candidate's fluency in Hebrew (if required by the SoH Director).
- **Academic Writing:** A sample of the applicant's academic writing in Hebrew (A chapter or short article).
- **C.V**