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Cover Image: Salmon drying racks on Lake Iliamna. Modified from photo by Yoko Kugo.
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## APPENDIX

Forms

- UAA Graduate Teaching Assistant/Research Assistant Tuition Waiver (GTW) Application Form
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- Annual Report of Graduate Student Progress (2 pages)
- MA Degree in General Anthropology Course Checklist
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1. INTRODUCTION

Welcome! Anthropology is a discipline that employs scientific and humanistic perspectives to understand the diversity of the human experience across space and time. The Anthropology Graduate program at UAA provides students with a rigorous background in the contemporary theory and practice of anthropology through a combination of prosemimars, advanced coursework, internships, independent research, and a research-based thesis. The M.A. degree is offered with a focus in General or Applied Anthropology. The general track is intended to provide a broad based academic background for those who wish gain an anthropological perspective applicable to a wide range of careers including an academic career. The applied track is designed to train students in the application of anthropological concepts, methods, and perspectives to the specific fields in which they are employed.

Our applied track involves choosing one of three options. Applied Cultural Anthropology identifies and assists in resolving current social issues in their cultural dimensions. Applied Biological Anthropology encompasses forensic anthropology, bioarchaeology, and other practical applications of physical anthropology. Cultural Resource Management involves the inventory, assessment, and conservation of archaeological sites and remains as a part of a larger framework.

The educational outcomes for students in any track are to gain:

1. comprehension at a graduate level in their knowledge of core concepts, research methods and findings in archaeology, cultural anthropology, and biological anthropology
2. specialized knowledge in the track or subfield they select from program choices
3. an ability to design, conduct, and analyze anthropological research, and present a thesis concerning that research acceptable by the faculty of the anthropology department
4. an ability to apply the perspective, skills, and knowledge in an employment capacity that requires their utilization

This handbook provides a detailed explanation of the MA program, listing the courses offered and campus facilities, and also providing a breakdown of the degree process from the first year through to submitting a defended master’s thesis to the College of Arts and Sciences. As such, this handbook is an important resource. What is a "proseminar"? When am I expected to form my graduate committee? What is a thesis prospectus supposed to include? What happens during a thesis defense? You’ll find answers to all these questions in the pages that follow. Treat this handbook as your guide to the M.A. degree. The policies stipulated herein will be applicable to you throughout the course of your degree. This is to say that even if policies change, the policies in place at the time of entering the program are the ones that will remain in effect. It is important to be familiar with them.

Program History

The Anthropology Master’s program was developed in response to growing needs for archaeological and cultural anthropological professional expertise in governmental agencies (including Federal, State, and Alaska Native organizations) and the strong interest of UAA Anthropology undergraduate students in having a Master’s program to expand their training and obtain the credentials needed for employment in the field. The primary emphasis of the Master’s program is in Applied Anthropology. The M.A. program matriculated its first class of students in the Fall Semester of 1999.

One of the unique aspects of the UAA program is the close contact maintained between the department and various agencies requiring the application of anthropological expertise. The Graduate Advisory Board consists of
representatives of various anthropologically oriented state and federal agencies as well as private sector firms who give advice and guidance on the development and implementation of the Anthropology M.A. program policies at UAA. In particular, they help to develop anthropologically related internship/practicum programs, research facilities (both at UAA and at their own institutions), and cooperative agreements to help develop the anthropology graduate program at UAA. Graduate students are welcome to attend meetings of the Graduate Advisory Board.

Program Administration

The Anthropology Department is part of the College of Arts and Sciences of the University of Alaska Anchorage. The department is currently located on the first floor of the Professional Studies Building (PSB), on the western end of the campus. Anthropology lab facilities are situated off-campus at 707 A Street, kitty corner to the Anchorage Museum. Both locales are temporary, and the department is scheduled to move into the renovated Beatrice McDonald Hall (BMH) during the 2014-2015 year.

All Anthropology faculty are involved in the M.A. program, but two positions are especially key for graduate students: the graduate program coordinator, and your graduate advisor.

Role of the Graduate Program Coordinator
The Graduate Program Coordinator is your first stop for any questions about the administration of the program and questions about the degree process. The coordinator oversees the admissions process for graduate students, monitors the content of student files, assigns graduate teaching assistantships, sets up general meetings with graduate students and the Graduate Advisory Board, oversees the graduate practicum when no other faculty member is available, and corresponds with graduate students concerning issues of general importance to them. Newly admitted students should communicate with the graduate program coordinator concerning the formation of committees and the fulfillment of requirements if conditionally accepted into the program (see Admissions section). Communications continue through the degree process. For instance, official forms relating to the Graduate Committee, Graduate Study Plan, Temporary Leave of Absence, Practicum/Internship, and other documents need to be provided to the Graduate Program Coordinator as well to the department secretary for placement in the student’s file. To these ends, it is important that all graduate students supply a current physical address, phone number, and university email address to the Graduate Program Coordinator as soon as they are admitted to the program. The Graduate Program Coordinator will use email as a primary means of communication with graduate students.

Role of Your Advisor
Your advisor is your guide through the M.A. program. The graduate advisor assists you in attaining your personal goals consistent with the academic standards and requirements of the degree program. This includes working closely with you in designing and revising your thesis research plans, and charting your progress through the degree. Advisors can, for instance, assist you with the selection of courses as well as the selection of other committee members appropriate to your area of specialization. Typically once each semester, the advisor reviews and approves of your Graduate Study Plan—a document critical to ensuring that you are meeting all degree requirements. The advisor thoroughly reviews the final draft of your thesis and chairs the public defense. Each student entering the Anthropology M.A. program is assigned an advisor automatically. You are, however, able to change advisors, if the new faculty member accepts the role (more information on the advisor and formation of committees is provided in the Committee section of this handbook.)

Administrative Personnel, 2014-2015
Graduate Program Coordinator: Paul White, PSB 102-C, 786 6455
Department Chair: Diane Hanson, PSB 102-G, 786 6848
Graduate Student Support: Elly Gregory, SSB 352, 786
Note: Beginning Spring 2015, faculty offices and lab facilities will be located in Beatrice McDonald Hall (building "4" on uppermost map)
2. MEET THE FACULTY

Our anthropology faculty include practitioners in all four fields of anthropology, and with strongest representation in the fields of cultural anthropology and archaeology. Anthropology faculty interests focus on the circumpolar region and especially the traditional Native cultures of southern and interior Alaska and on maritime coastal adaptations. Current faculty research projects include work in southern California, Siberia, South America, and throughout Alaska, including the Aleutian Island chain.

Alan Boraas

Professor (Kenai Peninsula College Campus)
Ph.D. Oregon State University 1983
Email: ifasb@kpc.alaska.edu

Interests: Archaeology, ethnohistory, mythology, language and culture; south-coastal Alaska.

Alan Boraas received his undergraduate degree from the University of Minnesota (B.A. 1969) and graduate degrees from the University of Toronto (M.A. 1971) and Oregon State University (Ph.D. 1983). Professor Boraas has worked in Minnesota and Ontario, but his diverse anthropological interests have primarily dealt with the Cook Inlet Basin.

Professor Boraas has conducted archaeological excavations at historic Russian sites, Late Prehistoric Dena’ina sites, and both Riverine and Marine Kachemak sites. His recent archaeological work has been on Riverine Kachemak sites on the Kenai and Kasilof Rivers. Professor Boraas co-edited with James Kari, “A Dena’ina Legacy: The Collected Writings of Peter Kalifornsky” which was recognized by the Before Columbus Foundation as Book of the Year for 1993. He has collaborated with Dena’ina scholars in several projects relating to traditional Dena’ina religion including “The True Believe Among the Kenai Peninsula Dena’ina” with Donita Peter, and “Dena’ina Fire and Water Transformations” with Peter Kalifornsky. He is currently undertaking an analysis of the effect of commercial canneries of Dena’ina culture ca. 1900, and an ethnohistoric analysis of the Battle of Kenai, 1797. Professor Boraas has team-taught Dena’ina language classes with Peter Kalifornsky and Donita Peter and currently teaches reading and writing the Dena’ina language. He has given professional lectures on such diverse topics as Kenai River fishing history, Kenaitze tribal revitalization, and probed the concept of a sense of place from an anthropological perspective. Professor Boraas has written over 150 newspaper articles and commentaries on topics related to Alaskan anthropology and natural history.

Professor Boraas has served as Chair of the Alaska Humanities Forum, the Board of Directors of the Pratt Museum, as NAGPRA advisor to the Kenaitze Indian Tribe and is currently on the board of the Alaska Anthropological Association in addition to numerous other professional service positions. He has maintained close ties to the Kenaitze Indian Tribe for almost thirty years, and in 2000 the tribal council voted to grant him honorary tribal membership.

Professor Boraas teaches at the Kenai Peninsula College branch of UAA, located in the city of Kenai, Alaska on the Kenai Peninsula, south of Anchorage.
Sally Carraher

Assistant Professor
Ph.D. McMaster University 2013
Email: scarrahe@uaa.alaska.edu

Interests: ethnography, applied anthropology, medical anthropology, epidemiology, Circumpolar north, Indigenous health, decolonizing methodologies, post-colonial/anti-colonial scholarship, community wellness, nutrition

Sally Carraher has dabbled in a wide range of subfields and studied health, environment, and culture in both historical and living populations. This has led her to become an applied biocultural anthropologist with experience in skeletal analysis, demography, epidemiology, and ethnography. Her current research focuses on working directly with community members and Indigenous leadership on projects for improving community wellness as it is envisioned by residents for themselves.

Sally received her BA in anthropology from the University of Alaska Anchorage in 2003; and her MA in anthropology from Louisiana State University in 2006. At LSU, she worked for the Forensic Anthropology Computer Enhancement Services (FACES) lab on forensic anthropology cases, while completing a thesis on gender inequities in anatomy education and medical practice at an eighteenth-century American hospital. In 2006, she returned to Anchorage to take a job as an adjunct instructor in the Human Anatomy and Physiology Labs for the Biology Department, and discovered that she loves teaching! Between 2007-2009, she taught for both the Biology and Anthropology Departments at UAA. During this time, she also worked at Providence Hospital as an autopsy assistant in the morgue.

In 2009, Sally left for Canada to seek a PhD in the Anthropology of Health program at McMaster University. Early in her doctoral education, Sally connected with epidemiologists working for the Canadian North Helicobacter pylori (CANHelp) Working Group. The Aklavik H. pylori Project is a community-driven project examining Helicobacter pylori bacterial infection and its association to abnormally high rates of stomach cancer, conducted by the CANHelp Working Group. She joined the team in 2010 to conduct an ethnographic epidemiology of H. pylori infection, social inequities, and risk perceptions within the Aklavik H. pylori Project. Sally continues to work in Aklavik on a variety of academic and non-academic community health projects (including nutrition and health, sustainable Arctic gardening, and researching local kinship and subsistence systems). She also now works for the CANHelp Working Group management staff, as their new Ethnographic Fieldwork Lead. She is starting a new project within rural Alaska (2014-2019), and wants to work with students at UAA to develop applied cultural and medical anthropology projects in the Anchorage/Mat-Su area.

Clare Dannenberg

Assistant Professor, Anthropology and English Depts.
Ph.D. University of North Carolina Chapel Hill 1999
Email: cjdannenberg@uaa.alaska.edu

Interests: Linguistic Anthropology, language boundaries, identity construction and language change, language and policy; North America

I grew up in East Tennessee with a love of languages and the people who speak them. There was no substitute for me for sitting in a crowded room and listening to conversation—not just what people said, but also how they expressed their lives, their true selves, and their relationship to one another through their talk. My research comes from that place. I specialize in issues of language use and identity, and I have done extensive work with Native
American, Appalachian, and African American varieties of English in the Southern US, investigating the rates and trajectory of language change in the face of language loss and cultural encroachment. The kinds of research questions that I am interested in concern how human beings orient themselves to others through their language use to construct and maintain a notion of community. In my own research, my findings show that who we are in constructed through talk and continually renegotiated through language in use over time and social space. Although I am formally trained within the field of sociolinguistics and use elements of variation, discourse, narrative, and rhetorical theories, I am at heart a linguistic anthropologist.

**Medeia K. Csoba DeHass**

Assistant Professor, Anthropology and Alaska Native Studies Depts.
Ph.D. University of Alaska Fairbanks 2010
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Interests: Alaska Native studies, anthropology of religion, collaborative ethnography, virtual repatriation, digital humanities, ethnohistory, Circumpolar North, Lower Kenai Peninsula.

Dr. Csoba DeHass is an assistant professor of anthropology and Alaska Native Studies at the University of Alaska Anchorage. Her research focuses on virtual repatriation, digital representation of Indigenous peoples, ethnohistory, and cross-cultural religious experiences. She has received M.A. degrees in history and cultural anthropology at the Eötvös Lorand University of Budapest and a Ph.D. from the University of Alaska Fairbanks. She comes to UAA from Dartmouth College, where she was a National Science Foundation postdoctoral fellow at the Native American Studies Program and the Institute of Arctic Studies. She has been engaged in a variety of collaborative projects with the Alaska Native community of Nanwalek in the past decade and is engaged in cultural and heritage preservation work with lower Kenai Peninsula Sugpiaq communities. Csoba DeHass’s current project on Sugpiaq Ethnohistory focuses creating an outlet for the representation of local epistemological views on Sugpiaq cultural history as well as to promote the recognition and contemporary relevance of Sugpiaq cultural values. Dr. Csoba DeHass is interested in advising students who wish to investigate questions within the anthropology of religion, heritage preservation, digital humanities and social sciences, and collaborative work with Alaska Native communities and people.

**Diane K. Hanson**

Associate Professor and Department Chair
Ph.D. Simon Fraser University 1991
Email: dkhanson@uaa.alaska.edu

Interests: Cultural Resource Management, Archaeology, Coastal Alaska, Aleutian Islands, Zooarchaeology.

Diane Hanson received her A.A. degree from Anchorage Community College, now University of Alaska Anchorage in 1975. Before returning, she received a B.A. from Western Washington University (1977), M.A. from University of Alaska Fairbanks (1981), and a Ph.D. in Archaeology from Simon Fraser University (1991). In her dissertation, she compared late pre-contact subsistence on the southern Northwest coast to ethnographic accounts of subsistence. She has worked throughout Alaska, in south coastal British Columbia and northwestern Washington, and analyzed faunal collections while working in Puerto Rico and New Mexico.

Dr. Hanson has extensive experience in Cultural Resource Management and moved to full-time faculty status at UAA in 2005 after leaving her position as the Senior District Archaeologist for the U.S. Army Corps of
Engineers, Alaska District. Her courses emphasize cultural resource management laws, ethics, procedures, and the practical aspects of working as an applied archaeologist.

Her research interests concentrate on late pre-contact people of coastal Alaska. Dr. Hanson is currently working on land use patterns in the Aleutian Islands and is working specifically on Adak Island with U.S. Fish and Wildlife Service Archaeologist, Debra Corbett. You can visit the project at https://www.facebook.com/pages/Central-Aleutians-Upland-Archaeological-Project/192036794163741?ref=hl

Ryan Harrod

Assistant Professor
Ph.D. University of Nevada Las Vegas 2013
Email: rharrod2@uaa.alaska.edu

Interests: Bioarchaeology, physical anthropology, skeletal biology, trauma, violence, paleopathology, forensic anthropology, NAGPRA repatriation, Southwest, Columbia Plateau, Great Basin.

Ryan Harrod specializes in bioarchaeology. His research interests include paleopathology, violence and trauma, social inequality, ethics and repatriation, and forensic anthropology. Some of his recent projects include the analysis of trauma data collected from an extant population of Turkana in East Africa, the identification of social inequality and violence among a historical group of immigrant Chinese in Carlin, Nevada, and several regional analyses of signatures of health, nutrition, and conflict among Native American populations throughout the western region of the United States. For his dissertation, he utilized data collected from burials housed in repositories such as the American Museum of Natural History and the Smithsonian to look at the ways that violence was used as a strategy for social control necessary in marginal environments and shrinking resources in the American Southwest and Northern Mexico in the 1100s. The significance of this research is that it further develops an understanding of bioarchaeological research on social inequality as it is reflected in the presence of non-lethal trauma, activity-related changes to the skeleton, and pathological conditions. He is currently coauthoring a book that utilizes bioarchaeological methods to explore the relationship between climate change and violence.

Catherine Knott

Assistant Professor (Kachemak Bay Campus)
Ph.D. Cornell University 1993
Email: chknott@kpc.alaska.edu

Interests: Ecological anthropology, agriculture and agroforestry, African cultures, linguistics, traditional ecological knowledge.

Catherine H. Knott received her undergraduate degree in English Literature from Yale University, and her doctorate in Anthropology and Natural Resources from Cornell University. She is a cultural and applied anthropologist with interests in linguistic anthropology as well. She focused on land use conflicts and traditional ecological knowledge, ranging from her work in forestry and agriculture in West Africa, to forestry and conservation issues in the Adirondacks, to her recent work in the Bristol Bay region of Alaska with Dr. Alan Boraas. Together they published *Traditional Ecological Knowledge and Characterization of the Indigenous Cultures of the Nushagak and Kyichak Watersheds, Alaska*, a part of the Risk Assessment of the Bristol Bay region conducted by the Environmental Protection Agency. Dr. Knott has also published a book, *Living with the Adirondack Forest* with Cornell University Press (1998), and is working on a draft of a new book, *Sansanding: A Sojourn in Mali*. Prior to coming to Alaska, Dr. Knott was the North America Program Director for HEIFER International, and also worked with the International Society for Ecology and Culture.

Marie Lowe

Assistant Professor of Public Policy, Institute of Social and Economic Research
Ph.D. Columbia University 2006
Email: marie.lowe@uaa.alaska.edu

Interests: Sociocultural anthropology, economic development, resource management, migration, youth culture, education.

Marie Lowe is an Assistant Professor of Public Policy and conducts applied sociocultural and policy research in the context of globalization, economic development, and education in Alaska. She holds a joint appointment between UAA’s Institute of Social and Economic Research (ISER) and its Department of Anthropology and teaches courses in cultural anthropology, applied anthropology, and on the topic of culture and globalization. In her position as an applied public policy researcher at ISER, she has examined community impacts of federal restructuring in Alaska’s fisheries, conducted local knowledge and resource management studies, traced rural-urban migration patterns in Alaska, examined rural youth aspirations, and is conducting youth and educational program evaluations. She is currently leading a 3-year National Science Foundation project examining higher education scholarship outcomes for Bering Sea community residents.
Kristen A. Ogilvie
Assistant Professor  
Ph.D. Arizona State University 2008  
Email: ogilvie@uaa.alaska.edu

Interests: Sociocultural anthropology, applied medical anthropology, socio-ecological approaches to prevention, behavioral health and wellness, alcohol and other substance use, rural health disparities.

Dr. Ogilvie has collaborated for over 10 years with Alaskan communities in researching culturally and contextually appropriate and effective ways to improve behavioral health in rural communities and advocated for more meaningful community participation in behavioral health research. Since 2002, she has managed three National Institutes of Health-funded studies in Alaska focused on substance misuse and risky behavior prevention and also served as a qualitative co-investigator in this research. At UAA, she teaches courses in general, applied, and cultural anthropology. Raised in rural Arizona, she earned a B.A. in Anthropology and Spanish from the University of Arizona and an M.A. and Ph.D. in Anthropology from Arizona State University. She is now a long-time resident of Anchorage, Alaska, where she and her husband are raising their two school-aged children.

Dr. Ogilvie conducts applied research that engages in a critical dialogue with the expanding public health discourse on health disparities and social determinants of health. Her research explores the specific social determinants of behavioral health and the translation of research to practice in rural and underserved communities. Much of her work has sought to develop and test community-based approaches to the prevention of substance misuse, including inhalants and over-the-counter and prescription drugs. Recently, she has been examining the history, effectiveness, and unintended consequences of community local options restrictions on alcohol. Her work is premised on the understanding that the location of individuals in nested systems (families, peer-groups, communities, regions, states, nation-states, world-system) and in particular historical and ecological settings necessitates holistic inquiry that attends to the contextual, environmental, and cultural factors that influence health. Tantamount to this perspective, she promotes the centrality of community voices and participation in all phases of research.

Paul J. White
Assistant Professor and Graduate Program Coordinator  
Ph. D. Brown University 2008  
Email: pjwhite2@uaa.alaska.edu

Interests: Historical archaeology, GIS and landscape archaeology, ethnohistory, 19th and 20th century colonialism, industrialization, North America.

Dr. White received his BA and MA in anthropology from the University of Auckland, New Zealand, the country where he was born and raised. He moved to the States in 1996 to pursue further study, receiving his MS in industrial history and archaeology at Michigan Technological University in 1999, and a Ph.D. in anthropology from Brown University in 2008. In addition to working on prehistoric and historic sites in New Zealand, Dr. White has worked in several states, including Vermont, Michigan, California, and Alaska, including work as a cultural resource consultant for the Environmental Protection Agency and the National Park Service.

Dr. White’s research has focused for several years on understanding the legacies of industrialization and colonialism. In addition to tracking paths of technological change and environmental transformation, Dr. White is interested in the social and political relationships existing within and at the edges of industrial communities. His dissertation examined historic resource conflicts between indigenous Timbisha Shoshone peoples in Death

**David R. Yesner**

Professor and Associate Dean of the Graduate School  
Ph.D. University of Connecticut 1977  
Email: dryesner@uaa.alaska.edu

Interests: Environmental archaeology, human ecology, hunter-gatherers; North America, Circumpolar, Southern South America, Russian Far East.

Dr. Yesner is originally from New Haven, Connecticut. He received his B.A. in Anthropology at Cornell University in 1971 and his Ph.D. in Anthropology (Archaeology and Human Ecology) from the University of Connecticut in 1977.

Dr. Yesner's main interests are in environmental archaeology, especially zooarchaeology, in ecological anthropology generally, and in hunting and gathering societies. He has worked in various areas of North America, including New England and the Midwest, as well as in Cyprus, but his main areas of interest include the circumpolar region, especially Alaska, the Russian Far East, and southern South America. Recent projects have included archaeological excavations in a number of locations in south-central and interior Alaska, in Argentine Tierra del Fuego, and in Primorje Province of the Russian Far East.

Currently, Dr. Yesner is involved in three major projects. The first is the 12,000-year-old Broken Mammoth site near Big Delta, Alaska, the site of a project ongoing since 1989. Excellent preservation of animal bone and organic artifacts at this site has made it unique among Paleoindian sites in northern North America, and has allowed an opportunity to reconstruct in detail the lifeways of the earliest colonizers of eastern Beringia (and North America). The second site is the Historic Knik Townsite near Wasilla, Alaska, a large Gold Rush Era community composed of both Euro-American settlers and Dena’ina Athapaskans (Alaska Natives). Excavations of dwelling and storage features at this site is allowing reconstruction of the nature of Native-white interactions in south-central Alaska at the turn of the century. The third site is the Boisman II site near Vladivostok in the Russian Far East, where Alexander Popov (Director, Russian Far East State University Museum) has been conducting excavations for several field seasons, now joined by student crews from UAA. This Early Neolithic (6500 BC) coastal site has produced a series of elaborate human burials with Eskimo affinities, as well as faunal remains demonstrating the earliest maritime subsistence (including whaling) in the Russian Far East.

Further information on the Broken Mammoth Site may be obtained from:  
[http://www.dnr.state.ak.us/parks/oha_web/mammoth1.htm](http://www.dnr.state.ak.us/parks/oha_web/mammoth1.htm)
PROFESSORS EMERITI

Phyllis A. Fast

Professor Emeritus
Ph.D. Harvard University 1998
Email: pafast@uaa.alaska.edu

Interests: Cultural Anthropology, Anthropology of Art, Gender, Alaska Native peoples

Born and raised in Anchorage to a Koyukon Athabascan mother and a White father, my formal interest in understanding my Native identity began in 1987 at UAA with work on an interdisciplinary M.A. in Anthropology and English. After completing that degree in 1990 I continued to Harvard University for a Ph.D. in Social Anthropology, and graduated in 1998. I taught Alaska Native Studies at the University of Alaska Fairbanks from 1995 until 2004, followed by a year in the English Department at the University of Alaska Anchorage (2004-2005). My interests are primarily interdisciplinary with a goal of exploring interrelationships between narrative and visual expressions within political and economic cultural contexts. I am currently writing chapters of a new textbook about Alaska Native people along with other members of the Department. The volume, edited by D. Roy Mitchell, is titled *Alaska’s First Peoples*, and is under publication contract with Kendall/Hunt Publishing.

Kerry D. Feldman

Professor Emeritus
Ph.D. University of Colorado 1973
Email: kdfeldman@uaa.alaska.edu

Interests: Theory, Applied Anthropology; Southeast Asia, Alaska.
Dr. Feldman received his Ph.D. 1973 from the University of Colorado, Boulder, based on a study of urban squatter settlements in Davao City, Philippines, funded by a dissertation award from the National Science Foundation. He has taught at the University of Alaska Anchorage from 1973 to the present.

His prior research and applied work has been conducted on: the sociocultural impact of proposed oil leasing in SE Alaska (1975); local human rights projects for the Alaska State Commission for Human Rights (1976); needs assessment of Alaska Native elderly persons residing in Anchorage (1977-78); Alaska children living away from home, with an emphasis on enumerating Alaska Native youth (1989-90); subsistence beluga whale hunting by Inupiaq Eskimo in Eschscholtz Bay, Northwest Alaska (1981-82); cultural awareness training for the Jesse Lee Home counseling staff of Alaska Children's Services, Anchorage (1980s); culturally appropriate rehabilitation for Alaska Natives, Providence Hospital, Rehabilitation Center, Anchorage (1991-93); elementary school ethnography for the National Head Start/Public School Early Childhood Transition Project, Anchorage School District (1991-93, 1995-96); expert witness for Naknek Village regarding water rights on land obtained through the Alaska Native Claims Settlement Act (1978-79); Inupiaq Life Form classification (1995); ethnography for the Needle Exchange Program, funded by NIDA, Anchorage (1997); IRA tribal status of King Salmon area Alaska Natives (1998 –2000); and, the history of applied cultural anthropology in Alaska, 1973 –2003 (2003).


His geographical areas of interest include Southeast Asia and Alaska. He teaches courses in the Anthropology of Religion, History of Ethnological Theory, Psychological Anthropology, Applied Anthropology and Research Methods in Cultural Anthropology.

**Stephen J. Langdon**

Professor Emeritus  
Ph.D. Stanford University 1977  
Email: sjlangdon@uaa.alaska.edu

Interests: Ecological anthropology, economic anthropology, ethnohistory, maritime anthropology, policy, theory; Alaska, Northwest Coast, North America.

Dr. Langdon was raised in Anchorage, Alaska and attended Stanford University where he obtained his doctorate in anthropology in 1977. His dissertation was based on three years of fieldwork on the west coast of Prince of Wales Island in southeast Alaska where he fished with Tlingit and Haida captains of the area. His dissertation traces the transformations of the fishing systems of the area through various pre- and post-contact periods of change.

Prof. Langdon has focused his research on Alaska Native peoples and cultures since 1972. His interests include the archeological evidence concerning changes in Alaska Native societies before the coming of Europeans and Americans, the historical record of changes in Alaska Native societies since 1741, and the contemporary conditions and policies that affect Alaska Native life. He has conducted research on Alaska Native subsistence, fisheries, ANCSA (Alaska Native Claims Settlement Act), self-determination (or sovereignty) and has served as an expert witness for a number of court cases.

While Prof. Langdon has engaged in a wide variety of research projects in various parts of Alaska, he has maintained and continues a primary research interest in the west coast area of the Prince of Wales archipelago. A major and continuing focus of his archeological investigations are the distribution and characteristics of ancient fish traps remains on the west coast of Prince of Wales Island. He has published on the Spanish exploration in the central area in 1775, 1779 and 1792 and continues ethnohistoric research on the early contact period. Prof. Langdon has worked with the Klawock Cooperative Association to develop cultural materials concerning the past of the area recently assisting in the preparation of the Klawock-Henya Tlingit Place Names Map. At the present time Prof. Langdon is acting as a consultant to the Klawock Cooperative Association (local Tlingit tribe) in the preparation of a tribal sites map.

Prof. Langdon is the author of *The Native People of Alaska*, editor of and contributor to *Contemporary Alaska Native Economies* and has published numerous professional articles and agency reports. He has twice (1991 and 1997) served on prestigious panels of scientists established by the National Academy of Sciences to prepare major reviews of significant issues concerning contemporary policy-making in Alaska. Dr. Langdon currently serves as Chair of the Anthropology Department.
Douglas W. Veltre

Professor Emeritus
Ph.D. University of Connecticut 1980
Email: dwveltre@uaa.alaska.edu

Interests: Archaeology, ethnohistory; Arctic, Subarctic, Aleutian and Pribilof Islands.

Dr. Veltre received his undergraduate degree in Anthropology from Brown University and his M.A. and Ph.D. degrees from the University of Connecticut. While his primary specialty within anthropology is archaeology, his research and teaching have often worked to bridge the gap between cultures of the past and those of today.

Since 1971, Dr. Veltre has traveled often to the Aleutian and Pribilof islands to conduct archaeological and ethnohistorical research on Aleut (Unangan) culture. His largest projects have been on Umnak, Atka, Unalaska, and St. Paul islands. He most recently directed the St. Paul History and Archaeology Project, focused on investigating – through oral traditions, historical sources, and archaeology – the Aleut and Russian fur seal hunting settlements of the late 1700s and early 1800s in the Pribilof Islands.


Dr. Veltre has served as both President and a member of the Board of Directors of the Alaska Anthropological Association. He also was Chair of the Anthropology Department at UAA, served on a wide range of university committees, and was advisor to the student Anthropology Club. Dr. Veltre has been a consultant on matters relating to anthropology, archaeology, cultural heritage, and repatriation to a number of local and regional Aleut groups in Alaska, including The Aleut Corporation and the Aleutian/Pribilof Islands Association. He is a current appointee of the Governor of Alaska to serve on the Alaska Historical Commission.

William B. Workman

Professor Emeritus
Ph.D. University of Wisconsin 1974
Email: wbworkman@uaa.alaska.edu

Interests: Archaeology and traditional cultures of northwest North America; Arctic, Subarctic.

Dr. Workman received his training in anthropology with a specialization in archaeology at the University of Wisconsin-Madison (B.A. 1963, M.A. 1969, Ph.D 1974).

He began his northern work in 1962 as a crew member on the University of Wisconsin’s Aleut-Konyag Prehistory and Ecology project excavation at Three Saints Bay on Kodiak Island. He joined the faculty of Alaska Methodist (now Alaska Pacific) University in 1969. In 1977 he accepted a position at the University of Alaska Anchorage. Since 1962 Dr. Workman has participated in, directed, or co-directed archaeological field projects in the Cook Inlet region, on Kodiak Island, in the Copper River Basin and in the southern Yukon Territory of Canada,
spending over two and one half of the last 41 years in the field. He has authored or co-authored some thirty scientific papers and one published monograph on the culture history of Southern Alaska and the Aishihik-Kluane area, southwest Yukon Territory of Canada, and a number of popular articles and reports.

His academic honors include membership in Phi Eta Sigma, Phi Beta Kappa, and Sigma Xi as well as two National Science Foundation graduate fellowships. He has also held an exchange fellowship from the Japan Society for the Promotion of Science and has been a visiting scientist with the Archaeological Survey of Canada and a visiting professor of anthropology at the University of Oregon. Other professional activities include service as contributing editor (Far North) for the Review of Archaeology, editor for current research (Far North) for American Antiquity and associate editorships for Arctic Anthropology, the Anthropological Papers of the University of Alaska and the Alaska Journal of Anthropology. Dr. Workman has served several terms on the board of directors of the Alaska Anthropological Association and was president of that organization in 1976-77.

His major research interests concern the prehistory and traditional cultures of arctic and subarctic North America and Eurasia, especially those of northwestern North America and northeastern Asia, with a particular interest in the origins and development of the sea mammal hunting cultures of the North Pacific region.

**Term Faculty**

**Margan Grover**  
M.A. University of Alaska Anchorage 2004  
Interests: Historical Archaeology, Cultural Resource Management

**Roy Mitchell**  
M.A. University of Alaska Fairbanks 1981, ABD University of California, Berkeley 1989  
Interests: Linguistics, Alaska Native Languages, Cultural Anthropology

**Current and Recent Adjunct Faculty**

**Davin Holen**  
PhD Candidate, University of Alaska Fairbanks Current  
MA University of Alaska Anchorage, 2002  
Interests: Southcentral, Southwest, and Southeast Alaska, West Africa, local-level politics, subsistence, fisheries, traditional ecological knowledge, social-ecological systems, applied anthropology

**Rachel Mason**  
Ph.D. Virginia 1993  
Interests: Commercial and subsistence fisheries, applied anthropology; Alaska

**Richard Vanderhoek**  
Ph.D. University of Illinois 2009  
Interests: Archaeology, Alaskan prehistory

**Affiliate Faculty**

**Aron L Crowell**  
Ph.D. University of California, Berkeley 1995  
Prehistoric/historic archaeology, museum anthropology, maritime adaptations; Arctic, Alaska (Arctic Studies Center, Smithsonian Institution)
3. GRADUATE ADMISSION

This section details the admission process, stipulating university and department requirements, the different categories of acceptance, as well as information for transfer students and non-degree seeking students.

Admission Requirements

Students who have earned or have nearly completed a baccalaureate degree from a regionally accredited institution in the United States, or a foreign equivalent, may apply for admission to graduate study programs at UAA. Admission is granted to applicants who have received their baccalaureate degree and whose credentials indicate their ability to pursue graduate work.

Applicants must also meet the following requirements:

1. It is strongly recommended that the student complete a minimum of 18 hours of undergraduate coursework in anthropology, with an overall GPA of 3.0. An undergraduate major in anthropology is preferred. Students are expected to have completed ANTH A202 – Cultural Anthropology, ANTH A205 – Biological Anthropology, ANTH A211 – Fundamentals of Archaeology, ANTH A410 – History of Anthropology, or their equivalent.

2. Students must have at least a 3.0 overall undergraduate GPA.

Exceptions to these requirements will be considered on a case-by-case basis.

Application for Graduate Admission

Prospective graduate students are encouraged to contact faculty in the applicant’s area of interest at an early stage of their admission process. The Master’s Program in Anthropology has a single yearly application deadline, **February 15**. The application process involves sending different sets of documents to two departments of the university: the Office of Admissions within Enrollment Services and the Department of Anthropology. All documents must be received by the February 15 deadline to be considered for admission.

Step 1 of 2

The following documents must be sent to the Office of Admissions:

1. A completed UAA Graduate School Application for Admission form and appropriate fee (currently $60). The application form is available at: http://www.uaa.alaska.edu/admissions/admis_grad.cfm
2. Official transcript(s) reflecting undergraduate level credits from each institution attended. Transcripts are to be requested by the student and must be submitted in an officially sealed envelope.
3. Official scores from the Graduate Record Examination (GRE). These scores are to be requested by the student and sent directly by the testing agency.

The graduate application for admission can be completed online. To prevent the chance of transcripts being misfiled it is strongly recommended that the applicant complete the Graduate Application for Admission form prior to submitting other documents to the Office of Admissions. This ensures that the Office of Admissions will file transcripts and GRE scores in the right place. Transcripts and GRE scores should be mailed to:

Office of Admissions
University of Alaska Anchorage
P.O. Box 141629
Anchorage, AK 99514-1629
Step 2 of 2
The following items must be submitted to the Department of Anthropology:

1. A letter of intent. This should include a brief statement of applicant’s research and career goals and reasons for pursuing graduate study in anthropology at UAA.
2. Three letters of recommendation from professors or other professionals particularly qualified to attest to the applicant’s qualifications for graduate studies. Letters should be addressed to the Graduate Program Coordinator.
3. A writing sample. This can be a semester paper or a research proposal indicative of the applicant’s potential for graduate study.

We additionally recommend sending a copy of any university transcripts to the Anthropology Department. These need not be originals (most universities allow students to print out an unofficial transcript free of charge). All the documents in Step 2 should be mailed to

Graduate Program Coordinator  
Department of Anthropology  
3211 Providence Drive  
University of Alaska Anchorage  
Anchorage, AK 99508-4614

The Decision Process

When all documents in Step 1 have been received by the UAA Office of Admissions, Admissions then forwards copies of the materials to the Graduate Program Coordinator in the Department of Anthropology. These materials, along with those submitted in Step 2, become the property of UAA and are only released or copied for use within the University of Alaska system.

The Anthropology Graduate Admissions Committee meet shortly after February 15. Incomplete files are not considered for admission. Acceptance is determined by the Anthropology faculty and is based on a prospective student’s overall credentials and availability of appropriate faculty for student research interests. Failure to meet the admission requirements listed above may result in rejection or conditional admission (see below) to the M.A. program. In addition, limitations may be imposed on the number of part-time students admitted to the program.

Following the decision by the faculty, the Graduate Program Coordinator notifies the Office of Admissions. The Office of Admissions then sends the official Certificate of Admission directly to the applicant. Note: acceptance does not establish candidacy in a graduate program: candidacy is a specific status gained at a later point in the course of the degree (see Degree Process section).

Full Admission

Fully admitted students have met all prerequisites and requirements necessary for admittance into the graduate program. No additional courses are required beyond the general plan of graduate study. Fully admitted students are eligible to apply for graduate teaching assistantships, research assistantships, and travel/research grants.
Provisional Admission

Students who show potential for success in graduate studies but do not meet all the admission requirements of a program may be conditionally admitted. The Anthropology faculty establishes the conditions, that typically must be met within a year. Provisional admission may be conferred on students if important deficiencies are identified in their undergraduate training. Such students are notified of those deficiencies, and required to make up for them at UAA, normally within a period of one year, before admission to regular status in the program is conferred. In some cases, deficiencies can be made up at another academic institution. Provisional acceptance might also be conferred if students at the time of application are still expecting to receive their baccalaureate degree from a regionally accredited institution. Full acceptance becomes final only after the baccalaureate degree is completed and conferred, and all other requirements for admission are met.

Provisional students cannot receive graduate teaching, research assistantships, or travel/research grants.

The Graduate Program Coordinator or Committee Chair is responsible for monitoring provisional status. The Office of Admissions sends the Certificate of Conditional Admission directly to the applicant. If the requirements to remove the terms of provisional admission are not satisfied within the deadline, the student may be removed from graduate degree-seeking status. All terms of provisional admission must be satisfied before Advancement to Candidacy (see Degree Process section).

International Students

International Student Services is part of the Office of Admissions, located at the University Center. International applicants will need to contact this office regarding admissions and immigration compliance, including visa status, TOEFL exams, and accreditation issues, as well as for general university information and resources. For more information refer http://www.uaa.alaska.edu/iss and the UAA Graduate School: http://www.uaa.alaska.edu/graduateschool

Transfer Students

Graduate students transferring into the UAA program from another institution will normally have their previous graduate records examined by the Graduate Program Coordinator and/or committee. Courses deemed acceptable into the UAA program will be included in the Official Graduate Studies Plan for approval by the Dean of the College of Arts and Sciences. No courses may be transferred that have been used to earn a degree at another institution. In accordance with UAA policy, students who have completed a baccalaureate degree are allowed to include up to nine credits of UAA 400 and 600-level courses that were taken before formal admission to the program on their Official Graduate Studies Plan, provided those courses were not used to satisfy another degree requirement. Students not admitted to the program are required to obtain instructor signatures in 600-level courses. Proseminars cannot be taken until the student is admitted to the Anthropology Graduate program.

Non-Degree Seeking Students

Non-degree seeking students who wish to register for graduate courses must have the signature of the Department Chair or Course Instructor. Registration as a non-degree seeking student implies no commitment by the University to later admission by the student to a degree program. Non-degree seeking students may not qualify for some financial aid benefits. Proseminars may be taken with instructor permission.
4. DEGREE REQUIREMENTS

General University Requirements for Degree Completion

General university requirements for all graduate degrees are as follows:

1. A Grade Point Average (GPA) of at least 3.00 (B) must be earned in courses identified in the Official Graduate Studies Plan.

2. Only 400- and 600-level courses approved by the graduate student’s Graduate Advisor, Dean or designee, and Graduate Studies Committee, may be counted toward graduate program requirements. Graduate Students enrolled in 400-level courses that they intend to apply to their graduate program will be expected to complete additional course work requirements. ANTH A410 cannot be applied to the Graduate Studies Plan.

3. In 400-level courses, a minimum grade of “B” is required for the course to count toward the program requirements. Courses at the 500-level are for professional development and are not applicable toward any degree.

4. In 600-level courses, a grade of “C” is minimally acceptable, provided the student maintains a cumulative GPA of 3.0 (B) in all courses applicable to the graduate program.

5. At least 21 credits must be taken at the graduate level (600) for any master’s degree, including thesis and research credits.

6. Up to 9 semester credits not used toward any other degree or certificate may be transferred to UAA from an accredited institution and counted toward a degree or certificate.

7. Individual program Deans may allow credit earned at other universities in the Statewide system (i.e., University of Alaska Fairbanks and University of Alaska Southeast), excluding thesis credit and credit used toward another degree or certificate, to be transferred to UAA, as long as at least nine credits applicable to the students program are earned at UAA after acceptance into the program.

8. Courses taken by correspondence, credit by examination, or graded Credit/No Credit (CR/NC) do not count toward graduate program requirements. They may, however, be used to satisfy prerequisites or to establish competency in a subject, thus allowing the advisor or committee to waive certain courses in an established program, as long as the total credits in the program remain the same.

9. All credits counted toward the degree or certificate, including transfer credits, must be earned within the consecutive seven-year period before graduation.

10. Students must be continuously registered throughout their graduate program, unless on an Official Leave of Absence.

University Requirements for Graduate Degrees

In addition to the Graduate General University Requirements, all graduate students must meet the following requirements:

1. The student must complete at least 30 approved semester credits beyond the baccalaureate degree.
   - At least 24 credits must consist of courses other than thesis research.
   - 21 credits must be at the graduate level (600), including thesis and research credits
   - No more than six credits of internship, practicum, directed study and/or independent study courses may normally be applied to the degree, unless a student is taking more than one applied track, in which case an additional three credits are available.
   - Courses outside the field of anthropology may be taken as electives if approved by the student’s graduate advisor/committee and included on the Graduate Studies Plan (see Degree Planning section).

2. The student must pass the proseminar courses (ANTH A602, 605, 611) with a grade of B or higher.
3. The student must advance to candidacy, through submission of the Official Graduate Studies Plan and Thesis Prospectus and by passing the Proseminars and Research Design Course.

4. The student must submit a written M.A. Thesis to the graduate committee, conforming to specifications of the UAA Consortium Library.

5. During the final semester (the semester of the oral defense) the student must be registered for continuing registration or thesis credits.

6. The student must pass an oral defense of the thesis, open to the university community and the public.
   • When an oral comprehensive examination and/or thesis defense is required, the student may select an outside reviewer approved by the Dean or designee of the program to participate to assure that the examination or defense is fair and appropriate. The outside reviewer is a faculty member from another department in the university or other qualified individual in the area in which the student is seeking their degree.

7. The student must submit an Application for Graduation.

As part and parcel of the above requirements, one of the following four emphases must be chosen as a course of study toward the M.A. degree in anthropology. These concern either a General Anthropology track, or one of three applied anthropology tracks.

**General Anthropology Emphasis**

1. The following must be completed:

   - ANTH A602 Proseminar in Cultural Anthropology
   - ANTH A605 Proseminar in Biological Anthropology
   - ANTH A611 Proseminar in Archaeology
   - ANTH A620 Research Design
   - ANTH A699 Thesis Research
   - 600 level elective by advisement
   - 400 or 600 level elective by advisement

   2. A total of 30 credits are required for this degree.

**Applied Anthropology Emphasis**

1. The following must be completed:

   - ANTH A602 Proseminar in Cultural Anthropology
   - ANTH A605 Proseminar in Biological Anthropology
   - ANTH A611 Proseminar in Archaeology
   - ANTH A620 Research Design
   - ANTH A699 Thesis Research

2. One of the following tracks must be completed:

   **A. Applied Cultural Anthropology Track**
   
   The following must be completed:(9 credits)

   - ANTH A615 Advanced Applied Anthropology
   - ANTH A630 Advanced Research Methods in Cultural Anthropology*
   - ANTH A695 Anthropology Practicum

   *If this course was taken as an undergraduate upper division course (ANTH A415 or the equivalent), another course may be substituted with the approval of the student’s Graduate Studies Committee
DEGREE REQUIREMENTS

B. Applied Biological Anthropology Track
Nine credits must be selected from the following:

ANTH A645 Advanced Evolution of Humans and Disease  3
ANTH A655 Advanced Medical Anthropology  3
ANTH A657 Nutritional Anthropology  3
ANTH A685 Advanced Human Osteology  3
  ANTH A686 Advanced Human Osteology  3
  ANTH A695 Anthropology Practicum  3

C. Cultural Resource Management Track
The following must be completed:

ANTH A675 Cultural Resource Management  3

Six credits from the following must be completed:

ANTH A631 Field Methods in Archaeology  1-8²
ANTH A680 Advanced Analytical Techniques in Archaeology  3
ANTH A681 Advanced Museum Studies in Anthropology  3
ANTH A695 Anthropology Practicum  3

4. Complete 400 or 600 level electives by advisement.  6-11
5. A total of 30 credits are required for this degree.

Explanatory Notes:

¹Normally, all proseminar courses will be taken in residence at UAA. These courses may not be taken by either directed or independent study. In accordance with UAA policy, they may not be taken by correspondence. A course from another institution may be substituted for a proseminar course only if it contains substantially the same content as the UAA course and is approved by the Graduate Program Coordinator and the Chair of the Anthropology Department in consultation with the Student’s Graduate Committee.

²No more than 3 credits may be applied to this emphasis.

Student Rights

Graduate students in anthropology at UAA have rights of access to materials concerning their positions in the department, particularly as reflected in student files. Those files are secured in the Anthropology Department office, but the student has a right to examine his or her file at any time. In addition, graduate students have a right to be represented at all faculty meetings through an elected representative, who will communicate the results of those meetings to fellow students. Normally, such students will serve on a semester or annual basis.

Student Responsibilities

Each student is responsible for knowing UAA policies, procedures, and deadlines. Policies and regulations may be found in the UAA Catalog, the Fact Finder/Student Handbook and in the Dean of Students Office, located in the Student Union, Room 204.

Student participation in the graduate program is dependent on academic performance and appropriate ethical behavior. In addition, students are also responsible for maintaining current email and residential address with their advisor and the department secretary. It is UAA policy that all correspondence to students (including faculty advisors) go through the official university email. If you do not check this account regularly, than you should ensure that the university email is routed to your preferred account.
Important information about departmental programs, deadlines, and activities are announced periodically. The department will disseminate program information and directed information through a variety of channels, mail, email, the web site, and departmental Facebook page. However, it is the student’s responsibility to maintain contact with department sources to meet programmatic deadlines.

The Department uses several channels to communicate with students. All students are provided with a mail slot located in the Anthropology mailroom located between the photocopiers in the entrance foyers and the Emeritus office, PSB 102. Other forms of communication are the placement of announcement flyers in student boxes. Announcement and flyers will be posted in the PSB building and particularly in the hallway to the Department office and the Anthropology Club board on the first floor.

The email list "Anthropology-MA" is an essential means of communication among Anthropology Department faculty members and graduate students. It is used to remind students and faculty of important deadlines, to announce upcoming talks, to share ideas about anthropology-related matters, post job notices, and for similar purposes. Messages sent by faculty and students to the Anthropology-MA list address will automatically and immediately be distributed to all other list members. All graduate students are required to subscribe to the “Anthropology-MA” email list. To learn more about the list and to join, please visit the Anthropology-MA web page at http://lists.uaa.alaska.edu/mailman/listinfo/anthropology-ma. The Graduate Program Coordinator will add you to the list when you are admitted to the program and is the list administrator.
5. PLANNING YOUR DEGREE

The previous chapter provided a breakdown of degree requirements, but it is helpful also to consider the M.A. degree in terms of the fundamental components irrespective of degree track. The M.A. degree involves taking proseminars, comprehensive exams, a research design course, selecting a range of electives that can include internships, and, under the guidance of your graduate committee, writing a prospectus and thesis. Undergirding all of this is the Graduate Studies Plan. This chapter provides an explanation of all these components except for the formation of committees and the design of thesis research, discussed respectively in chapters 6 and 7.

Proseminars

The MA degree requires that all students take proseminars in cultural anthropology (ANTH A602), biological anthropology (ANTH A605), and archaeology (ANTH A611). These courses form the core of the MA program and supply students with a broad understanding of anthropological endeavors and a theoretical toolkit for future research. The proseminars provide students with a rigorous background in each field, covering theoretical perspectives, historical developments, and current directions. The format of each proseminar varies, but all tend to be reading intensive and all center upon a seminar format in which student presentations form a critical aspect of the course. At the beginning of each proseminar, students are provided with a set of orienting themes to guide them in understanding course material and to help prepare for the comprehensive exams (discussed in the next section).

The proseminars will meet longer than the normal 3 hours each week, but they end two weeks earlier than other classes to allow students sufficient preparatory time for the comprehensive exam. All students must pass each proseminar with a grade no less than a B. No incomplete grades are permitted unless there is an “inescapable exigency” (i.e., serious injury, death in the family, and other unforeseen crises). A grade of C is not acceptable in a proseminar (although it is acceptable for other 600-level courses provided a 3.0 GPA is maintained). Students who receive a C in the proseminar will not be able to take the comprehensive exam. In these instances, the student will have one opportunity to retake the course when it is offered. Students may also defer taking a proseminar for one year.

Comprehensive Exams

The three comprehensive examinations are related but separate from the three proseminars. The comprehensive exam tests your understanding of a given field and the proseminar prepares you for the exam. The exam is graded on a pass/fail basis and does not impact your proseminar grade.

Each comprehensive exam is taken over the course of one day. Format may vary with the instructor teaching the proseminar but in most cases it is a written examination, during which students respond to three questions or topic areas, with approximately 80-90 minutes allotted for answering each question or section. A break will be provided between questions/sections 2 and 3. Each student will be assigned a number or other identifier before entering the examination room in place of a name or SID number to ensure anonymity during grading.

Comprehensive exams are graded by three anthropology faculty including the instructor teaching the proseminar. Each answer is graded as pass/fail. Students must pass all answers to pass the comprehensive exam. Grades will be provided within two weeks of the examination date. Students who fail a comprehensive exam will be required to retake an exam (with a different set of questions) no later than four weeks after examination results have been provided. Unsatisfactory responses on the second exam will require that the student retake the proseminar the next time it is offered.
Research Design Course

This course, taken in the Fall semester of the second year, is designed as both a seminar and workshop in which students review each other’s writing on sections of the thesis prospectus (or thesis chapters, if the proposal has already been approved). The course has three primary foci: I) forming the research question, II) conducting a literature review, and III) writing the research proposal. Students receive a pass when their proposal is accepted by their committee. Approval of the thesis prospectus and completion of the comprehensive exams are key steps in advancing a student to Candidacy (see Chapter 7).

Independent Studies, Practicums, and Internships

A maximum of six credits of practicum or internship (ANTH A695), independent study (ANTH A697), or directed study courses or a combination of these may be applied to the 24-credit non-thesis requirement. While normally a graduate student plan will carry 30 credits of required coursework, students who desire to complete two tracks within the applied anthropology degree will be required by their committee to complete at least 36 credit hours. In such cases an additional practicum, independent study, or directed study courses may be appended to the Official Graduate Studies Plan for a total of no more than 9 credits of practicum, independent study, or directed study or any combination of these.

One to six credits of Thesis Research (ANTH A699) will be applied to the Official Graduate Studies Plan, following advancement to candidacy. This course will carry a deferred grade (DF) until the M.A. Thesis has been successfully defended.

Internship/Practicum Policy

Internships are an integral part of the M.A. Program in Anthropology at the University of Alaska Anchorage, particularly for the Applied Anthropology tracks. There are three types of internships within the program: (1) internships taken as a part of the course ANTH A695, “Anthropology Practicum”; (2) internships taken as an independent study course (ANTH A697); and (3) internships taken without course designation. Internships taken either as a part of the Anthropology Practicum course or as independent study courses are normally taken in the second year of graduate study or later. This allows the student to develop background in graduate coursework as well as to establish a productive advisor relationship before embarking on the internship.

The Anthropology Practicum is designed for initial training of students in practical applications of anthropological method and theory in a workplace setting. It is not designed for giving credit for previously established or ongoing training. Although it is designed for application to the Applied Anthropology tracks, its use is encouraged for all M.A. students, particularly considering the six hour limitation placed on taking independent study courses (which may thus be retained for purposes such as directed readings courses). Independent study courses may also be used for obtaining credit for ongoing training, with the approval of the graduate student’s advisor.

Internship Responsibilities

Oversight for the Anthropology Practicum and independent study internship courses is maintained jointly by the Department of Anthropology at UAA and the institution at which the student is serving the internship. The responsibility of the Department of Anthropology is to maintain records of the student’s progress in the course and to submit official grades to the UAA Division of Enrollment Services. Normally, there will be a single instructor of record at UAA for all students taking the Anthropology Practicum, but there may be multiple instructors for internships taken as independent study courses. Besides submitting grades, the instructor of record should submit progress reports on the internship to the student’s graduate advisor at regular intervals.
The responsibility of the institution at which the student is undertaking the internships is for a supervisor to document daily activities of the student, and to insure that the internship experience is of rigorous academic quality, in which the student receives practical training directly related to normal workplace activities. Internships, whether taken as courses or not, may be paid or unpaid, at the discretion of the institution, but wherever possible, paid internships are encouraged, with payment comprising a reasonable wage in line with current UAA graduate student guidelines.

The responsibility of both parties is to meet at regular intervals, possibly including the student, to exchange information concerning the student’s progress. Both parties should also work together to develop specific course requirements, particularly for independent study courses. These requirements should clearly specify the goals and objectives of the internship experience, the numbers of hours to be worked on a daily/weekly basis, the place and nature of the work, and the products expected at the conclusion of the work. The instructor of record may, in consultation with the supervisor, develop questionnaires or other instruments to assess the student’s progress during the course of the semester. The supervisor with the instructor’s approval may also initiate such instruments. In addition, the supervisor may be requested to supply a written commentary at the conclusion of the course. The student may also be asked to evaluate all the parties, including the supervisor as well as the instructor, to gain feedback on the internship experience.

Examples of student practicums conducted over the past few years include:

- Western Arctic National Parklands, National Park Service (UAA)
- UAA Environmental and Natural Resource Institute
- Alaska Department of Fish and Game, Subsistence Division
- Alaska Department of Health and Human Services, Long Term Care
- Alaska Department of Natural Resources, Office of History and Archaeology
- National Park Service
- U.S. Forest Service (Chugach and Seward Ranger Districts)
- Fish and Wildlife Service, Togiak Refuge
- Bureau of Land Management
- U.S. Army Corps of Engineers
- Alaska Native Heritage Center
- Alaska Native Medical Center
- Alaska Community Action on Toxins
- Hope Community Resources
- Cultural Resource Consultants

Scheduling the Required Courses

There are two possibilities for a full time MA student to meet required courses:

**OPTION A**

**First Year**

<table>
<thead>
<tr>
<th>Year</th>
<th>Course Code</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 2012</td>
<td>ANTH A602 (3)</td>
<td>ANTH A611 (3)</td>
</tr>
<tr>
<td>Spring 2013</td>
<td>ANTH A605 (3)</td>
<td>Elective (3)</td>
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### Second Year

<table>
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<th>Semester</th>
<th>Course</th>
<th>Credits</th>
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<td>3</td>
</tr>
<tr>
<td>Spring 2014</td>
<td>ANTH A699</td>
<td>3</td>
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</table>

**Elective (3)**  
**Elective (3)**

### OPTION B

### First Year

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<th>Course</th>
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<tr>
<td>Fall 2012</td>
<td>ANTH A602 or A611</td>
<td>3</td>
</tr>
<tr>
<td>Spring 2013</td>
<td>ANTH A605</td>
<td>3</td>
</tr>
</tbody>
</table>

**Elective (3)**  
**Elective (3)**

### Second Year

<table>
<thead>
<tr>
<th>Semester</th>
<th>Course</th>
<th>Credits</th>
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<td>3</td>
</tr>
<tr>
<td>Spring 2014</td>
<td>ANTH A699</td>
<td>3</td>
</tr>
</tbody>
</table>

**ANTH A620 (3)**  
**Elective (3)**

Under Option A, a student completes proseminars and comprehensive exams in the first year, in which the second year can be devoted to thesis research. Under Option B, the student takes one proseminar each semester.

### The Graduate Studies Plan

Over the course of the M.A., you will be filing a range of forms pertaining to different stages of the degree process. The most critical of these is the Graduate Studies Plan (GSP). The Graduate Studies Plan formally establishes the specific program requirements for the student, which will, upon satisfactory completion, entitle the student to receive the graduate degree or certificate. The plan is based upon the catalog requirements for the graduate degree or certificate program to which the student has been accepted. The plan becomes official once it is approved by the Dean of the Graduate School, Graduate Coordinator and/or faculty of the program and is filed with UAA Degree Services. Students are expected to complete all requirements listed on their Official Graduate Studies Plan, and all Graduate General University Requirements and University Requirements for Graduate Degrees. The plan is expected to change as the students progress through their program and revisions to the plan or changes to the graduate committee membership will need to be submitted to UAA Degree Services through the graduate advisor. The first draft of the plan must be completed and signed by the end of the spring semester of the first year in the program. The GSP is entered by your advisor directly into DegreeWorks.
6. THE COMMITTEE

Graduate Advisor and Committee

The coordinator of the graduate program, with the approval of the Dean or designee of the College of Arts and Sciences, appoints a Graduate Advisor for each student accepted to the graduate program. In addition, the advisor and the student select a Graduate Studies Committee as part of the process of advancement to candidacy. The committee must consist of at least three UAA faculty members including the Chair (Graduate Advisor). The Chair or Graduate Advisor shall normally be a full-time faculty member or emeritus faculty. One faculty committee member may be from a discipline outside the College of Arts and Sciences. Additional members who are not UAA faculty, but have appropriate professional credentials, may be included with the approval of the Graduate Program Coordinator, the Committee Chair, and the student. The committee members and chair must agree to serve and must be approved by the Graduate Program Coordinator. Any changes to the committee structure require the approval of the Committee Chair, the Graduate Program Coordinator, and the Graduate School.

Full-time students in the M.A. program should form their Graduate Committees by the end of the second semester in the program. Signatures from all prospective committee members should be obtained on the Graduate Studies Plan form. Committees should plan to meet at least once each semester before pre-registration so that input can be obtained on the following semester’s course schedule, until the Graduate Studies Plan is filed (by the end of the first year). Toward the end of completion of graduate coursework, students should meet with their committees more frequently to gain advice concerning their bibliography, thesis prospectus, and comprehensive examinations. At a minimum the student and their committee should meet once a year to go over that year’s progress and sign the Annual Report of Graduate Student Progress due on September 15.

Committee Membership

1. Chair: Tenure Track or Emeritus faculty member of the Department of Anthropology at UAA.
2. Tenure Track, Emeritus, or Affiliate Faculty member of the Department of Anthropology at UAA (not an adjunct faculty member).
3. Tenure Track, Emeritus, or Affiliate Faculty member of UAA.

Additional committee members can include faculty or professional within the university or outside with an M.A. degree or equivalent.

Responsibilities of Graduate Advisor and/or Committee

The division of responsibility between the Graduate Advisor and/or Committee is determined at the program level. The Graduate Advisor and/or Committee will:

1. Review the graduate student’s Official Graduate Studies Plan, insuring that it includes: the Graduate General University Requirements; University Requirements for Graduate Degrees; all courses required for the graduate degree; a thesis or major research project; a written or oral comprehensive examination; any special program requirements; and arrangements to remove any deficiencies in the student’s academic background.
2. Approve the Official Graduate Studies Plan and application for candidacy at the time of advancement to candidacy.
3. Monitor the student’s progress and timely completion of all requirements in the Official Graduate Studies Plan. The committee will meet with the student each year and prepare an Annual Report of Graduate Student Progress that will be submitted to the Department Chair, Dean of the College of Arts and
Committees

4. Monitor the timely submission of the Official Graduate Studies Plan and other documents to UAA Enrollment Services.
5. Review and approve any changes to the Official Graduate Studies Plan, directing timely submission of the revised plan to Enrollment Services.
6. Review and approve the thesis and/or research project, including initial proposals (e.g., thesis prospectus), in a timely manner and according to procedures established by the individual graduate program.
7. Review and approve requests for temporary leaves of absence that, if approved, will result in the student being placed on inactive status.
8. Approve of thesis content, English usage, readability, and thesis format.

Changing Committee Members

Students may change the composition of their graduate committees at any time by obtaining appropriate signatures on a revised Graduate Studies Plan. However, change of advisors after the end of the first semester of study should only be undertaken after consultation with affected faculty members. Students may change committee members, including their chair, in consultation with the graduate program coordinator and/or the department chair. The Anthropology Department and the Dean of the College of Arts and Sciences must approve the committee membership.
7. THE THESIS

Thesis Prospectus

In addition to completing the proseminars, comprehensive exams, and research design course, students are expected to supply a thesis prospectus to their graduate committee. The thesis prospectus consists of a concise statement of the prospective M.A. thesis and will be used by the student’s advisor and graduate committee to judge the viability of the topic, quality of organization of ideas, and rigor of analytical methods proposed as the basis for the thesis.

The thesis prospectus will contain the following items:
1. Title of thesis (may change over time);
2. Topical explanation of the thesis (i.e., major topics to be addressed, major theoretical underpinnings, etc.);
3. Geographical area and/or population to be covered;
4. Brief review of major previous research relevant to the topic;
5. Research methods to be employed (e.g., quantitative/qualitative data, historical/ethnohistorical data, interviews/questionnaires used, data files examined, survey/excavation/retrieval methods used, recording methods, etc.);
6. Modes of analysis;
7. Permits and/or consent forms obtained or to be obtained, and (if human subjects are involved) methods for the protection of anonymity; Institutional Review Board (IRB) review and approval will be required if human subjects are involved. For more information please visit http://edit.uaa.alaska.edu/research/ric/irb.
8. Timeline for research, analysis, writing, and completion of first thesis draft.

After the completion of the Official Graduate Study Plan, the comprehensive examinations, the thesis prospectus, and 24 credit hours of appropriate course work, the student may apply for “advancement to candidacy” in the Anthropology M.A. program. At that point, students will normally turn to the writing of their M.A. thesis, taking thesis research credit or maintaining continuing registration.

Advancement to Candidacy

A student may apply for advancement to candidacy by fulfilling the following requirements:
1. Submit an Official Graduate Studies Plan, as described in the UAA catalog.
2. Select a Graduate Studies Committee by the end of the first semester of study.
3. Complete at least 24 semester credits of non-thesis course work applicable to the M.A. program.
4. Take at least one course in statistics or in computer-based analytical methods (may be taken as an undergraduate). In addition, a student may be required to demonstrate mastery of a foreign language, if deemed necessary by the graduate advisor/committee.
5. Pass the written comprehensive examinations in anthropology associated with each of the three proseminars.
6. Prepare a thesis prospectus for approval by the graduate advisor/committee (see section on Thesis Prospectus).

A student must advance to candidacy within five years of formal acceptance into the graduate program to be considered in good standing in the program. Students that do not advance to candidacy within five years of admission are considered to be making unsatisfactory progress toward completing the program requirements. Students that do not make satisfactory progress may be placed on academic probation.
Thesis Research

To complete the Master’s degree in Anthropology students must complete independent research and submit a thesis based on it. Research conducted for the thesis may take a number of different forms depending on student interests. In some cases, students may be using data obtained from archeological excavations or anthropological research projects in which they have served as research assistants.

When student research is independently conducted for thesis with the student as principal investigator, a number of factors and provisions must be taken into consideration. Specific but different procedures are required for archeological, biological, or cultural research.

Archaeological Research
In conducting archeological research, students as principal investigators must consider at a minimum acquisition of appropriate permits from State or Federal land managing agencies, permission from private land owners, NAGPRA requirements should they encounter Native American burials on Federal lands or plan to curate Native American or Alaska Native human remains, funerary objects, sacred objects, or objects of cultural patrimony at UAA. In addition, plans must be made for post-field analysis of archaeological materials and curation agreements and fees with appropriate museums if assemblages are brought to UAA from the field. Federally funded research must also comply with the regulations for Section 106 of the National Historic Preservation Act. Archaeological research that includes interviewing people for information for ethnohistorical information, archaeological data, etc. must also have their research design reviewed by the UAA Institutional Review Board for human subjects research. Please visit http://edit.uaa.alaska.edu/research/ric/irb for more information regarding the IRB process.

Cultural Research
Cultural anthropological research with human subjects requires that students prepare informed consent forms to obtain concurrence from persons interviewed for the collection and utilization of information. Students undertaking such research must complete a certification program in human subjects research from the UAA Office of Institutional Research. In addition a research plan, including instruments of research, assessments of reports, and informed consent form must be submitted to and authorized by the UAA Institutional Review Board for human subjects research. Please visit http://edit.uaa.alaska.edu/research/ric/irb for more information regarding the IRB process.

Biological Research
Opportunities for research in many aspects of biological anthropology are currently limited at UAA. However, students interested in physical anthropology are encouraged to apply for grants to pursue their interests.

In all subject areas students are expected to conduct their research according to the current ethical practices. These topics should be addressed with the advisor and committee to insure that students are appropriately prepared in these areas. Biological Anthropology research with human subjects requires that students prepare informed consent forms to obtain concurrence from persons interviewed for the collection and utilization of information. Students undertaking such research must complete a certification program in human subjects research from the UAA Office of Institutional Research. In addition a research plan, including instruments of research, assessments of reports, and informed consent form must be submitted to and authorized by the UAA Institutional Review Board for human subjects research. Please visit http://edit.uaa.alaska.edu/research/ric/irb for more information regarding the IRB process.
Thesis Writing

Students should have extensive discussions with the Graduate Advisor and Committee before students embarking on writing their theses. Every advisor follows a different procedure depending upon the project undertaken and capabilities of the student. Thesis lengths are variable, but the normal length is between 80 and 100 pages. Theses should be written in a style equivalent to that of a professional journal. Recent theses can be guides, but they may be of variable quality. Theses also follow a standard formatting style (see Thesis Format section). To save yourself from a last minute formatting nightmare, the best practice is to use the accepted format right from the beginning—the Graduate School website includes Thesis Formatting Handbook as a downloadable PDF, available at: http://www.uaa.alaska.edu/graduateschool/thesis/index.cfm.

When you begin writing your thesis, it is also important to develop a timeline for producing a full draft. Set out a schedule for writing, and test it out to see if you are able to write to it. The timeline is important for maintaining a schedule, and being able to judge how far along you are in the process. The timeline is also critical because your thesis is read not only by your graduate committee, but by an Associate Dean for the College of Arts and Sciences, and by the UAA Graduate School. These additional readings need to occur well before the end of the semester that one wishes to graduate. For this reason, it is important to keep a close check on the timing of your submission. There are two deadlines to meet, the first is for submissions to the Associate Dean; the second concerns submittal to the graduate school. Check early with the UAA Graduate School http://www.uaa.alaska.edu/graduateschool/thesis.cfm (or call 786-1480) for their deadline requirements.

Deadlines for Thesis Submission to Associate Dean John Petraitis of the College of Arts and Sciences.
These dates will allow students time to make revisions recommended and still meet the Graduate School deadlines (see below).

- **Fall**
  - November 26
- **Spring**
  - March 27
- **Summer**
  - June 26

Deadlines for Thesis Submission to the Graduate School

- **Fall**
  - December 10
- **Spring**
  - April 10
- **Summer**
  - July 10

Like any formal piece of writing, the thesis manuscript undergoes several revisions prior to its final submission. A thesis typically sees several revisions prior to submitting a complete “first draft” to your graduate advisor, as well as another round of revisions before it is finally submitted to the university. This process takes time. A completed first draft of your text, figures, and maps should be submitted to the graduate advisor no later than September 15 for Fall graduation, February 1 for Spring graduation, and March 1 for an August graduation. The advisor should have at least two weeks to read and comment on your work. Response times may be longer during intersessions and summer sessions. Students must be prepared to make numerous revisions quickly and return the revised drafts to their advisor until they have achieved a draft that the advisor deems acceptable to be distributed to committee members. The advisor may need two weeks to reread each draft submitted. Depending upon the comments of the advisor, students may wish to set a tentative date defense date with all members of the graduate committee to obtain a realistic view of their schedules. Once your committee has read your thesis, which should include nearly final figures, maps, and text, they may suggest major revisions and wish to see revised drafts before they move to approve it as defendable.

Once the committee has deemed a draft defendable, the student must make any final changes and display the draft in the Anthropology Department Office for one week before the final examination. The text should be free of
grammatical and typographical errors and figures and maps should be drafted and very near their final form, so that any person who wishes to read it before the exam can do so easily.

**Thesis Format**

The M.A. thesis itself must be written in a format specified by the Dean of the UAA Graduate School. The Thesis Formatting Handbook ([http://www.uaa.alaska.edu/graduateschool/thesis/index.cfm](http://www.uaa.alaska.edu/graduateschool/thesis/index.cfm)) describes the basic format and submission procedure required for a thesis to be accepted by the University of Alaska Anchorage (UAA). Questions concerning thesis content or which style manual to use can be addressed to the department, the Graduate Coordinator, or your committee. Follow the style manual in the Thesis Formatting Handbook, and make sure you are using the current handbook and not an older version. UAA will reject a thesis that is not properly formatted. **Keep in mind that the format for the thesis signature page must be approved by the Graduate School prior to your defense.**

The Graduate School usually offers three thesis formatting workshops each semester. The Office of the Graduate School is open Fridays from 3:00 PM to 5:00 PM for thesis formatting advising on a walk-in basis. Appointments during the rest of the week are also encouraged. Thesis format and signature page format checks are strongly encouraged before thesis submission deadlines. Check the Graduate School website under workshops for training offered and the Graduate School calendar for the dates and times of workshops.

The Office of Continuing Education offers workshops each semester titled, "MS Word 2010 Formatting for Thesis/Dissertation." The cost is $75 and is worth the peace of mind of avoiding later headaches.

**Application for Graduation**

The graduate student must submit an Application for Graduation with the application fee ($50) in the semester in which they intend to graduate. Check the Graduate School website (under the “Forms” and “Graduation and Beyond” tabs) for the application for graduation and deadlines. Applications received after the deadline will be processed for the following semester. Students who apply for graduation but do not complete degree requirements by the end of the semester must re-apply for graduation. The application fee must be paid with each Application for Graduation.

**Thesis Defense**

When a student’s graduate advisor and committee are satisfied with the content of the thesis, it may be formally submitted to the university for approval. At that time a public defense of the thesis is scheduled, normally during the academic year, leaving sufficient time for publication of notice of the defense. The Graduate School website also has space for advertising the thesis defense (including title and abstract) and will list your defense on the Graduate School calendar.

To prepare for the defense, students are advised to review all details of the thesis, current literature relevant to the thesis, and appropriate graduate course work. The defense is open to the entire university community and interested public, who may participate in the proceedings.

Normally, the structure of the defense is as follows:

1. The student makes a formal presentation of the content of the thesis, stressing the major conclusions of the research, to the graduate committee and the general public. The presentation, which may include the use of visual materials, normally lasts from 30-45 minutes.
2. The graduate advisor and committee asks questions to the student based on the content of the presentation and/or thesis.
3. The audience asks questions to the student based on the content of the presentation.
4. The student and the public are excused from the defense for a period during which the graduate committee deliberates concerning the success of the defense. Normally, this period ranges from 10-30 minutes.
5. The student is readmitted to the defense to hear the verdict, after which appropriate congratulations are offered by the graduate advisor and committee as well as the general public.
6. After passing the defense, the committee may ask the student to meet with them to consider additional minor changes to the thesis.

After the Defense: Submitting Your Thesis to the Graduate School

At this stage, you’re nearly through, but there remain several critical steps to ensure that a M.A. degree is actually conferred. First, you must make any recommended changes to the document to the satisfaction of the graduate committee. The final document is then presented to the graduate committee with a cover signature page for committee members’ approval. If all meets approval, the document is then forwarded up the chain of command. Keep in mind that a thesis accepted by the graduate committee has not yet been accepted by the College of Arts and Sciences, nor by the UAA Graduate School. Both approvals may involve additional changes to the thesis document. The stages are as follows

1. **ONE** copy of the thesis is sent to the Associate Dean of the College of Arts and Sciences for review after your graduate committee approves of any changes made to the document after the defense. The Associate Dean may prefer the thesis in electronic format, so send an e-mail to check with him before you send a copy to him.
   a. Student makes changes to the document in compliance with Associate Dean’s review.
2. Following the Dean’s review, **ONE** copy of the thesis is sent to the Graduate School for a format check.
   a. Student makes changes to the document in compliance with Graduate School review
3. Student submits **ONE** final copy with one original signed signature page to the Graduate School.
4. Student submits a **PDF** of the final thesis to the Anthropology Department. The Anthropology Department will then make a spiral bound copy for the student, for the department, and distribute copies to each committee member without cost to the student.

Note: typically comments by the Dean and Graduate School concern grammar and formatting. Striving to eliminate any of these errors before this stage will expedite the process considerably.

Checklist for Thesis Submittal to the Associate Dean and Graduate School

1. Is your thesis abstract a concise statement of the nature and content of the thesis?
2. Are all charts, graphs, and other special illustrative materials legible?
3. Are all the pages in your thesis numbered consecutively?
4. Do all the pages in your thesis conform to the margin requirements? Do your page numbers, headers, charts, graphs, and appendices conform?
5. If you have colored charts, graphs, or photographs, have you made an extra set of originals or color photographs to submit with your thesis?
6. If applicable, do you have permission letters for previously copyrighted materials? A copy of those letters must accompany your thesis.
7. Do you have all the approval signatures from your committee and the Dean/Director of your school or college?
8. If you received IRB approval, have you mentioned this in the body of the thesis or appended necessary documents?
9. Have you set up your electronic account on UMI ProQuest?
Associated Paperwork
A range of paperwork is also important to file following the defense. Some documents are completed and filed by your advisor and graduate committee, but check with your advisor after the defense, since some steps can occasionally be left out.

1. Thesis Signature Page
   - Although one original is required, make a few extra in case you want originals inserted in additional copies of the thesis.

2. Completion of Graduate Studies Plan
   - This makes sure that all degree requirements have been met according to department stipulations. Check to see that this is up to date at the time of your defense. It becomes supplanted by the Graduation Requirement Report (but it is important for both documents to be in alignment).

3. Submittal of thesis grade by the advisor, or submittal of a change of grade form, signed by the thesis advisor, changing ANTH A699 from a deferred grade (DF) to a pass.
   - This step completes your academic transcript, allowing the degree to be conferred. Be sure to remind your thesis advisor of this step—it can be forgotten!

   - This states that you have met all the requirements for graduation: again an essential document allowing the degree to be conferred.

5. UMI ProQuest Electronic Thesis Submission

If you have questions regarding thesis requirements, please contact Elisa Mattison, Director of the Graduate School (Administration Building (ADM) 220) at uaa_graduateschool@uaa.alaska.edu or call (907) 786-1096.
8. UAA COURSES

UPPER DIVISION COURSES

Graduate students can take up to two 400-level courses as part of the MA degree. The following upper division courses include only those not stacked with a 600-level course.

ANTH A400 Anthropology of Religion (3)
Contact Hours: 3 + 0
Registration Restrictions: ANTH A202 recommended.
Special Note: Offered as Demand Warrants.
Descriptive and comparative study of religious phenomena in traditional societies including myth, ritual, magic, witchcraft, and shamanism.

ANTH A410 History of Anthropology (3)
Contact Hours: 3 + 0
Registration Restrictions: 12 credits of Anthropology
Development of the science of anthropology, stressing the leaders in the field and the theories developed.

ANTH A413 Peopling of the Americas (3)
Contact Hours: 3 + 0
Prerequisites: ANTH A312.
Registration Restrictions: ANTH A211 strongly recommended.
Special Note: Offered as Demand Warrants.
Critical analysis of the literature concerning the origins of the first Americans, the timing of the earliest migrations across the Bering Land Bridge, and the adaptations developed by early peoples in the Americas from 12,000 to 8,000 years ago. Included is a detailed analysis of relevant archaeological sites as well as linguistic and biological data pertaining to Native American origins.

ANTH A416 Arctic Archaeology (3)
Contact Hours: 3 + 0
Prerequisites: ANTH A211.
Special Note: Offered Alternate Fall Semesters.
Origins and development of the prehistoric cultures of northern North America and adjacent northeast Asia.

ANTH A425 Archaeology of Identity (3)
Contact Hours: 3 + 0
Prerequisites: ANTH A211.
Examination of gender, age, social status, and ethnicity using archaeological data.

ANTH A432 Hunting and Gathering Societies (3)
Contact Hours: 3 + 0
Registration Restrictions: ANTH A202 recommended.
Special Note: Offered as Demand Warrants.
Cross-cultural analysis of hunting and gathering societies, including their prehistory, subsistence, demography, economic and political organization, social structure, and ideology, with special attention given to contemporary issues such as gender roles and aboriginal land rights.
ANTH A434 Peoples and Cultures of Northeast Asia (3)
Contact Hours: 3 + 0
Prerequisites: ANTH A101 or ANTH A202.
Special Note: ANTH A211 is recommended.
Examines cultural traditions of the indigenous peoples of Northeast Asia (Siberia, the Russian Far East, Mongolia, Manchuria, Korea, Japan), including their origins, prehistory, languages, biological affiliations, historical transformations, contemporary cultures, and current problems.

ANTH A435 Northwest Coast Cultures (3)
Contact Hours: 3 + 0
Prerequisites: ANTH A202.
Special Note: Offered as Demand Warrants.
An intensive appraisal of peoples of the Northwest coast, emphasizing various interpretations of cultural history, cultural variation and cultural contact.

ANTH A436 Aleut Adaptations (3)
Contact Hours: 3 + 0
Special Note: Offered as Demand Warrants.
An intensive study of traditional and post-contact Aleut culture. Includes origins, prehistory, biological and cultural adaptations. Also considers contemporary Aleut social, economic and political status.

ANTH A437 Eskimo Adaptations (3)
Contact Hours: 3 + 0
Prerequisites: ANTH A200.
Special Note: Offered as Demand Warrants.
Eskimo peoples of the circumpolar north devoted primarily to Alaskan groups including Inupiaq, Alutiiq, and Yup’ik (including Siberian Yup’ik). Includes environment, language, social organization, subsistence patterns, contact with non-Native peoples, art and architecture, and contemporary issues.

ANTH A438 Tlingit and Haida Adaptations (3)
Contact Hours: 3 + 0
Registration Restrictions: ANTH A200 or ANTH A435 recommended.
Special Note: Offered as Demand Warrants.
Examines the adaptations of the Tlingit and Haida Indians to the northeastern Pacific Coast of North America. The course is divided into precontact, traditional, and ethnohistoric periods covering the time from earliest occupation of the region up to 1900. System comparison and contrast of the ecological, social, ceremonial, and cultural characteristics of each society as well as responses to Euroamerican contact.

ANTH A439 Athapaskan Adaptations (3)
Contact Hours: 3 + 0
Prerequisites: ANTH A200.
Special Note: Offered as Demand Warrants.
An analysis of traditional and contemporary cultures and history of the northern Athapaskan speakers of the boreal forest of interior Alaska and northwestern Canada. Emphasizes environmental adaptations, commonalities and variations in cultural patterning, the impact of interactions with neighboring peoples including Europeans, and culture change over time.
ANTH A460 Peace, War, and Violence: An Anthropological Perspective (3)
Contact Hours: 3 + 0
Prerequisites: ANTH A202.
Special Note: ANTH A211 recommended.
A critical evaluation of the archeological and ethnographic record concerning violence, warfare, and peace-making both within and between human societies. Biological, ecological, cultural, and psychological theories of violence and warfare are considered, and the consequences of violence and warfare for human societies are assessed. Various social, political, symbolic, and ritual contexts for both peace-making and legitimization of individual and group violence are considered. Levels and types of violence in band, tribal, chiefdom, and state-level societies are considered, including ethnocide, genocide, and terrorism in contemporary global conflicts.

ANTH A470 Landscape Archaeology (3)
Contact Hours: 3 + 0
Prerequisites: ANTH A211
Archaeological approaches to the concepts, theories, and methods of landscape archaeology, a field that engages with the diverse meanings of landscape from specific land tracts and expansive vistas to different ways of seeing the world. Course tracks historical developments and reviews core archaeological contributions to the study of space and place.

ANTH A475 Archaeological Surveying and Illustration (4)
Contact Hours: 2 + 4
Prerequisites: ANTH A211
Registration Restrictions: ANTH A375 recommended, Instructor Permission.
Practical instruction in archaeological mapping and in publication-quality illustration of archaeological data using hand-drawn and computer-aided techniques.

ANTH A482 Historical Archaeology (3)
Contact Hours: 3 + 0
Prerequisites: ANTH A211.
Special Note: Offered as Demand Warrants.
An examination of the field of historical archaeology, the place of historical archaeology within the larger discipline of anthropological archaeology, the history of research on historical sites, the nature of historical data, the uses of non-documentary historical data, and ethnoarchaeology.

ANTH A484 Lithic Technology (3)
Contact Hours: 3 + 0
Prerequisites: ANTH A211.
Special Fees.
Analysis of stone tool assemblages from archaeological sites, focusing on tool manufacture, use, and discard processes. Includes tool replication as part of learning the manufacturing process.

ANTH A490 Selected Topics in Anthropology (1-3)
Contact Hours: 1-3 + 0
Special Note: May be repeated for credit with change of subtitle.
Topics in anthropology presented by members of the professional community.
GRADUATE LEVEL COURSES

ANTH A602 Proseminar in Cultural Anthropology (3)
Contact Hours: 3 + 0
Registration Restrictions: Graduate Standing.
Special Fees.
Special Note: Offered as Demand Warrants.
Examines major concepts, findings, and theories in cultural anthropology. Topics covered include kinship, social structure, political organization, symbols and ceremonies, cultural change, and cultural integration. Core offering for graduate program.

ANTH A605 Proseminar in Biological Anthropology (3)
Contact Hours: 3 + 0
Registration Restrictions: Graduate Standing.
Special Fees.
Special Note: Offered as Demand Warrants.
Methods and techniques of and theoretical approaches to topics in biological anthropology. Includes the study of evolution, human genetics, primate biology and behavior, human evolution, and statistical interpretation of biological data.

ANTH A611 Proseminar in Archaeology (3)
Contact Hours: 3 + 0
Registration Restrictions: Graduate standing.
Special Fees.
Special Note: Offered as Demand Warrants.
A survey of the practice and techniques of modern archaeological data collection and analysis designed for graduate students, professionals, and other serious students. Case studies, class discussions based on readings, and student presentations emphasized with a focus upon the archaeology of prestate/nonstate societies.

ANTH A615 Advanced Applied Anthropology (3)
Contact Hours: 3 + 0
Registration Restrictions: Graduate standing.
May be stacked with: ANTH A415.
Special Fees.
Special Note: Lectures concurrent with ANTH A415. In addition to meeting all requirements for ANTH A415, graduate students will be required to make mixed-media class presentations based on literature research or interviews with local practicing anthropologists. Offered Alternate Fall Semesters.
The methods, theory, and history of the application of cultural anthropology to sociocultural issues and problems with an emphasis on the circumpolar north.

ANTH A620 Research Design (3)
Contact Hours: 3 + 0
Registration Restrictions: Graduate Standing.
Special Fees.
Method and theory of research design as applied to thesis research. Class covers developing a research question, conducting a literature review, and writing a thesis prospectus.
ANTH A627 Ethnohistory of Alaska Natives (3)
Contact Hours: 3 + 0
Registration Restrictions: Graduate Standing.
May be stacked with: ANTH A427.
Special Fees.
Special Note: In addition to meeting all requirements for ANTH A427, graduate students will be required to prepare a research paper from primary sources (oral, written, or both) and give a presentation of findings to the class.
Examines major changes in Alaskan Native societies from contact through 1940 including initial contacts, disease, trade, warfare, education, missionization, economic development and political mobilization. Integrates different sources of information including oral traditions, historical narratives, government documents, and archaeological evidence.

ANTH A629 Contemporary Alaska Native Society 1940 - Present (3)
Contact Hours: 3 + 0
Registration Restrictions: Graduate standing
May be stacked with: ANTH A429.
Special Fees.
Examines continuity and change in Alaska Native society from 1940 to present covering militarization, Alaska statehood, Alaska Native Claims, subsistence, tribal movements, cultural revitalization, and impacts of state and federal policies; regional, economic, political, and cultural changes addressed, and key events and players are discussed. Examines subject matter in light of contemporary anthropological theory and findings.

ANTH A630 Advanced Research Methods in Cultural Anthropology (3)
Contact Hours: 3 + 0
Registration Restrictions: Graduate Standing.
May be stacked with: ANTH A430.
Special Fees.
Special Note: Lectures concurrent with ANTH A430. In addition to meeting all requirements for ANTH A430, graduate students will be required to complete a research grant proposal and engage in computer-assisted qualitative data analysis. Offered as Demand Warrants.
Modes of scientific data gathering, analysis, and interpretation related to sociocultural systems. Includes the logic of scientific inquiry, research design, data recording, computer assisted qualitative data analysis, field work strategies, ethnographic and report writing, ethics in social science research and grant proposal preparation.

ANTH A631 Field Methods in Archaeology (1-8)
Contact Hours: 0 + 3-24
Registration Restrictions: Written permission of the instructor.
May be stacked with: ANTH A431.
Special Fees.
Special Note: May be repeated once for credit. Graduate students will supervise the work of less experienced undergraduates under the overall supervision of the project directory. They will be responsible for the quality of the excavation and recording of their undergraduate crew. They will be critically evaluated as potential professionals. Offered as Demand Warrants.
Advanced methods of archaeological field research, including site survey, site excavation, data recovery and recording, laboratory processing, and preliminary analysis of archaeological materials.
ANTH A645 Advanced Evolution of Humans and Disease (3)
Contact Hours: 3 + 0
Registration Restrictions: Graduate Standing.
May be stacked with: ANTH A445.
Special Fees.
Special Note: In addition to meeting all requirements for ANTH A445, graduate students will be assigned more extensive reading and will be required to pursue a major semester-long research project, to deliver a presentation of their research findings to the class, and to report their results in written form. Not available for credit to students who have completed ANTH A445. Offered as Demand Warrants.

Methods, techniques, and theoretical approaches to human skeletal identification, description, and analysis. Encompasses principles of growth, development, and remodeling as well as identification of age, sex, and racial attributes, and interpretation of pathological changes in human bone. Includes methods and theory of statistical interpretation of skeletal data.

ANTH A655 Advanced Medical Anthropology (3)
Contact Hours: 3 + 0
Registration Restrictions: Graduate Standing.
May be stacked with: ANTH A455.
Special Fees.
Special Note: In addition to meeting all requirements for ANTH A455, graduate students will be required to research the literature on a current topic in medical anthropology or to conduct independent research in medical anthropology, and to submit an extensive, detailed paper summarizing their findings in a rigorous analytical framework. Additional class readings may also be assigned. Not available for credit to students who have completed ANTH A455. Offered Alternate Fall Semesters.

Study of the relationship of human culture to health and disease. Includes ancient disease and impact on human evolution, interrelationship between biology and culture, alternative health systems, and applicability to contemporary problems.

ANTH A657 Nutritional Anthropology (3)
Contact Hours: 3 + 0
Registration Restrictions: Graduate Standing.
May be stacked with: ANTH A457.
Special Fees.
Special Note: In addition to meeting all requirements for ANTH A457, graduate students will be required to research the literature on a current topic in nutritional anthropology or to conduct independent research in nutritional anthropology, and to submit an extensive, detailed paper summarizing their findings in a rigorous analytical framework. Additional class readings may also be assigned. Not available for credit to students who have completed ANTH A457. Offered Alternate Spring Semesters.

Relationship of human culture to food and nutrition. Includes the history of human diet and its relationship to biological and cultural evolution, contemporary human nutrition in cross-cultural perspective, dietary adequacy and nutritional pathology, food-getting and food-preparation technology, and relationship between food and population.
ANTH A675 Cultural Resource Management (3)
Contact Hours: 3 + 0
Registration Restrictions: Graduate Standing.
Special Fees.
Special Note: Offered as Demand Warrants.
An integrated anthropological perspective on historic preservation and the management of cultural resources in the United States. Includes the history of resource protection legislation, the design and implementation of cultural resource management projects, proposal writing, field research strategies, resource evaluation, report preparation, and business and personnel practices.

ANTH A676 Ethical Issues in Archaeology (3)
Contact Hours: 3 + 0
Registration Restrictions: Graduate standing
May be stacked with: ANTH A476.
Special Fees.
Examination of the ethical issues that confront archaeologists and the responsibilities they have to the public, the discipline, their colleagues, and members of the cultures with whom they are working. Students will encounter ethical dilemmas likely to appear on the job.

ANTH A680 Advanced Analytical Techniques in Archaeology (3)
Contact Hours: 0 + 9
Registration Restrictions: Written permission of the instructor and graduate standing.
May be stacked with: ANTH A480.
Special Fees.
Special Note: Class meets concurrently with ANTH A480. In addition to meeting all requirements for ANTH A480, graduate students will be assigned more extensive reading and will be required to pursue a major semester-long research project, to deliver a presentation of their research finds to the entire class, and to report their results in written form. Offered as Demand Warrants.
Advanced methods and techniques of description, classification, and analysis of archaeological data. Laboratory work with archaeological specimens and data is emphasized.

ANTH A681 Advanced Museum Studies in Anthropology (3)
Contact Hours: 3 + 0
Registration Restrictions: Graduate Standing.
May be stacked with: ANTH A481.
Special Fees.
Special Note: In addition to doing the work assigned to undergraduates, graduate students will be expected to undertake an extensive collection research or exhibition preparation project which will constitute a significant portion of their grade. Offered as Demand Warrants.
History and practice of anthropology in museums. Anthropological and metaphysical dimensions of museums and material culture; the history of ethnographic collecting and research (particularly in North America); critical theory and practice of exhibitions and cultural representation; repatriation and indigenous museums in historical context.
ANTH A683 Zooarchaeology (4)
Contact Hours: 3 + 2
Registration Restrictions: Graduate standing
May be stacked with: ANTH A483.
Special Fees.
Special Note: ANTH A680 recommended.
Methods and techniques for, and theoretical approaches to, the description, analysis, and interpretation of animal bone assemblages from archaeological sites. Includes identification and quantification of animal remains, paleoenvironmental and dietary reconstruction, seasonality of site occupation, hunting and herding strategies, and the role of animals in the economy and ideology of human societies. Independent research in zooarchaeology involving preparation of comparative osteological materials and/or analysis of an assemblage of archaeological faunal materials.

ANTH A685 Advanced Human Osteology (4)
Contact Hours: 3 + 2
Registration Restrictions: Graduate standing
May be stacked with: ANTH A485.
Special Fees.
Methods, techniques, and theoretical approaches to human skeletal identification, description, and analysis. Encompasses principles of growth, development, and remodeling as well as identification of age, sex, and racial attributes, and interpretation of pathological changes in human bone. Lecture and laboratory format.

ANTH A686 Advanced Applied Human Osteology (3)
Contact Hours: 3 + 0
Prerequisites: ANTH A485 or ANTH A685.
Registration Restrictions: Graduate standing
May be stacked with: ANTH A486.
Special Fees.
Methods, techniques, and theory of the applications of human osteology, including paleopathology, bioarchaeology, and forensic anthropology. Includes identification and analysis of age, sex, and population attributes from human skeletal remains, and the methods and theory of statistical interpretation of human skeletal data.

ANTH A690 Special Topics in Anthropology (1-3)
Contact Hours: 1-3 + 0
Registration Restrictions: Graduate standing
Special Note: May be repeated with change of subtitle.
Special topics in anthropology at the graduate level.

ANTH A692 Graduate Seminar in Anthropology (3)
Contact Hours: 3 + 0
Registration Restrictions: Graduate Standing in Anthropology.
Special Fees.
Examination of advanced concepts, theory, and/or methodology in one of the four subfields of anthropology. Registration Restrictions: ANTH A615 for Applied Cultural M.A. in Anthropology track; ANTH A675 for Cultural Resource Management M.A. in Anthropology track. Prerequisites may be taken concurrently with course.
Special Fees.
Special Note: Offered Fall and Spring Semesters.
Anthropology practicum in the public or private sector. Emphasis on the application of anthropological skills under the supervision of an approved field instructor.
ANTH A698 Individual Research (1-9)
Contact Hours: 0 + 3-27
Registration Restrictions: Graduate standing: admission to the UAA Anthropology MA program and completion of non-thesis requirements.
Supervised field, laboratory, and/or library research that precedes thesis writing.
Special Note: only 3 course credits can be used to fulfill minimum 30 credit hour requirements for graduation. Course cannot be taken until other required non-thesis coursework is completed.

ANTH A699 Thesis Research (1-6)
Contact Hours: 0 + 3-18
Registration Restrictions: Candidacy status and permission of thesis chair.
Grade Mode: Pass/No Pass.
Special Fees.
Special Note: Students may enroll for variable credit, but a total of 6 credits are required for graduation. Offered Fall and Spring Semesters.
Independent research conducted under the supervision of a student’s graduate committee.
9. FUNDING OPPORTUNITIES

Teaching Assistantships

Teaching Assistantships represent an integral part of the graduate program in anthropology. Several TA positions are available each semester, each involving 20 hours per week. As of fall 2012, teaching assistantships at UAA require two teaching-related components, each generally involving 10 hours per week. Regarding the first component, each TA is generally assigned to assist a professor with a lower division anthropology class. Duties may include instructional support in terms of assembling reserve readings and bibliographies, and making them available on Blackboard; classroom support including the ordering and setup of audiovisual equipment; student tutorials; leading discussion sections where applicable, and occasional class instruction; grading examinations, except where undergraduate graders are available for a given class; and various other responsibilities related to instructor support. For the second component, each TA is assigned to a broader task, examples of which include: assisting in the preparation of lab materials for other lab-based Anthropology courses, providing writing assistance for undergraduate anthropology students, assisting faculty in the development of teaching collections, among others. In some circumstances, a TA might be assigned to assist with a second class.

Teaching assistantships carry a stipend, health insurance, and a tuition remission for courses listed on students’ Graduate Studies Plans for that semester. Stipends are set by the College of Arts and Sciences in consultation with the Graduate Program Coordinator acting on behalf of the Anthropology Department. As with other financial aid, students must retain full-time status (a minimum of nine credit hours per semester with a minimum GPA of 3.0) to obtain or retain teaching assistantships. Although potential interest in teaching assistantships will be sought from incoming students, all students should notify the anthropology Graduate Program Coordinator of their interest in a teaching assistant position shortly after admission to the program, or by April of the preceding academic year for returning graduate students.

Qualifications for teaching assistantships will be based on a combination of interest, experience, and proven teaching capabilities, and will be considered annually at an April meeting of the Anthropology Department. Normally, teaching assistantships will be available only to first or second-year full-time students within the program, i.e., providing up to four semesters of funding. Returning (second-year) students may be available for Teaching Associate positions, which carry greater teaching responsibilities.

The priority for selection for a teaching assistant position is:
1. Second year graduate students in good standing who have performed satisfactorily
2. Second year graduate students not in good standing but who have performed satisfactorily.
3. Incoming students (first year) without conditions, ranked by grade point average
4. Other graduate students who have already worked as a TA for four semesters, who are in good standing, and have performed satisfactorily, provided they are taking 9 credit hours.

Additional criteria for the Teaching Assistantship are
1. Student must be enrolled full-time (9 credits) and in courses that are approved on the Graduate Plan
2. Student does not have an Incomplete grade, or the Incomplete will be rectified before the start of the semester in which the student will work as a TA.

Once assigned a Teaching Assistantship, a few steps are required to actualize the award.
1. First, be sure to have enrolled in 9 credits.
2. Second, you will need to apply online (www.uakjobs.com) for the Teaching Assistantship position. The Graduate Coordinator sends details to TAs when the jobs are posted. The application requires attaching a resume, letter of interest, and three references.
3. Third, an award letter will be mailed to your home address for you to sign and return. **For this reason it is important to have a current Anchorage address on file with the university.**

4. Fourth, complete FERPA (Family Educational Rights and Privacy Act) training online at https://ferpa.community.uaf.edu. Certificates must be filed with Katie Brandenburg, at the Social Sciences Hub (SSB), who will then forward it to the Graduate School. FERPA training is good for one year; please keep a copy of your certificate on hand.

5. The student must take the signed letter and a copy of the FERPA certificate to Elisa Mattison at the Graduate School (ADM 218A), who will complete students’ enrollment in insurance. It is UAA policy that all students on university payroll must sign up for insurance through the University. This comes at no extra charge to the student. The TAship (including tuition remission) will not be processed until the student's enrollment in the health insurance plan is complete.

Again, bear in mind that funding through the TAship involves coordination between the Anthropology Department, College of Arts and Sciences, the Graduate School, and Financial Aid. To ensure that the TAship is processed correctly, the following conditions are essential.

- TAs must have enrolled in classes they plan to take at least two weeks prior to the commencement of semester classes for the semester that they will be working as a Teaching Assistant.
- If the TA is intending to take an Independent Study (ANTH A697), the associated forms should ideally be filed by the end of the previous semester, but the student must register in this course (together with the approvals) prior to two weeks before the beginning of classes.
- If the TA has an incomplete grade, this must be rectified two weeks before the start of the semester in which the TA is employed. Failure to do so may result in a reassignment of the Teaching Assistantship.

**Research Assistantships**

In addition to teaching assistantships, a number of other forms of financial aid are available to graduate students in the UAA anthropology program. Research assistantships are sometimes available through grants given to individual faculty members. There are also a limited number of small grants and scholarships available directly to full-time graduate students through the Financial Aid Office at UAA (see below). Work-study funds are available to students who meet the needs qualification test, but these require matching funds that are limited in the Anthropology M.A. budget.

External sources of funding may not require that the recipients be full-time graduate students, but all require that they be students in good standing. These would include funds for interns in the programs of various municipal, state, and federal agencies based in Anchorage that employ anthropologists. Not all internships are paid, and those that are vary greatly in remuneration, although the Department of Anthropology has requested that official UAA graduate student pay guidelines be followed.

Research assistantships during summer do not require enrollment in courses, but will still include a stipend and health insurance.

**Anthropology Department Graduate Student Development and Travel Awards**

The Anthropology Department Graduate Student Development and Travel Fund exists to aid the growth and development of individual students in the graduate program in Anthropology at the University of Alaska Anchorage. Research awards are available for Anthropology graduate students for several categories of activities. Up to $750.00 is available for student travel related to a conference and up to $750.00 is available for conducting research or obtaining training (see further details under Eligibility and Grant Types). Project proposals may
involve creative activity, research, writing, training, and study. **NOTE: Award funds have to this point been distributed from program fees. In Spring 2014, department faculty opted to reduce the program fees attached to each graduate credit. Consequently, the 2014-2015 year is the last year anticipated for department-based travel scholarships.**

**Eligibility and Grant Types**
Students admitted to the graduate program in Anthropology and in good standing with the University of Alaska Anchorage may apply. Students on leave of absence are not eligible, nor are students who failed to complete previous grant obligations.

Students may apply for several awards, but may receive no more than two awards during any fiscal year (July 1 through June 30). Awards are made in each of the following two categories:

1. Travel to a professional conference. This category includes
   (a.) Travel for the purpose of presenting a paper or poster or participating as an invited discussant, and
   (b.) Travel for the purpose of attending a conference.

Funding priority will be given to applicants in category (a). *Awards may not be used to pay for per diem or salary.*

2. Development activities. This category includes development activities, such as fieldwork, attendance at special courses or workshops, research at libraries or museums, laboratory analysis, and so on. Expenses may include travel, supplies, equipment, and other items. *Awards may not be used to pay for per diem or salary.*

**Funding Limitations**
The amounts of awards are subject to departmental budget considerations and may vary from year to year. In no case will awards be made in excess of the actual allowable expenses. All awards are made on a reimbursement basis. The maximum amounts of these awards are as follows:

- **Category 1a:** Travel for official conference participation: $750
- **Category 1b:** Travel for conference attendance: $500
- **Category 2:** Development activities: $750

*In addition, there is a limit of two awards per student for the academic year (May 1-April 30). Also refer Reporting Requirements section.*

**Application and Funding Process**
Applications should be submitted to the Chair of the Anthropology Department, who will forward them to the Awards Committee. Application forms are available from the department office. Joint proposals from two or more students will be considered, but all funds must be charged against the limits of each individual student. Joint proposals should be presented as a complete unit, with a separate cover page for each applicant.

There are four grant rounds for the Graduate Student Development and Travel Grants. All expenditures, including travel, must be completed and processed by the end date of that round (e.g. Round I is from July 1 – September 30, therefore all expenditures must be completed and processed before September 30). Paper work for Round IV should be submitted at the beginning of June to accommodate for the new fiscal year.

**Application Deadlines**

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<td>Round I</td>
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<td>Round II</td>
<td>September 1</td>
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Applications must include the official cover page, available from the Anthropology Department, and must supply all of the information required on the cover page checklist.

Awards Committee
Funding decisions will be made by a committee made up of a least three faculty members from the Anthropology Department. Decisions will be announced in writing approximately two weeks after the application deadline. Projects are ranked and funded based on their merit, including their relevance to a student’s Graduate Studies Plan or similar statement. In all cases, students must demonstrate in their requests how the travel activities will contribute to their academic program.

Reporting Requirements
Successful applicants are required to follow the specific procedures for spending grant funds outlined in their award letters. Student awards are made on a cost reimbursable basis. The following steps need to be taken when a student is ready for travel:

1. At least two weeks before departure, obtain a Travel Authorization (TA) form from the Department Administrative Assistant. On this form, you are to specify the dates of travel, cost of travel, places of travel, and provide pertinent demographic information.
2. Have the Department Chair sign the TA after you have filled it out. Then have the Department Administrative Assistant forward it to the Dean’s office.
3. Keep all pertinent receipts and records for your travel including airplane boarding passes.
4. Within 10 days after returning, obtain and fill out a Travel Expense Report and attach the receipts. Retain copies of all receipts and forms submitted. Obtain the Department Chair’s signature and have the report and receipts forwarded to the Dean’s office.

Any changes to the plans upon which your original award was based must be approved by the Travel Awards Committee before expenditure of funds.

Successful applicants are also required to submit a detailed written report to the Chair of the Anthropology Department on the results of their funded activities within three weeks of the completion of this work. Failure to comply with this requirement may disqualify the applicant from future funding from the Anthropology Department.

Grants, Scholarships, Financial Aid

Key websites:
http://www.uaa.alaska.edu/financialaid/index.cfm
http://www.uaa.alaska.edu/scholarships/

The following types of financial aid most commonly used at UAA:

  - William D. Ford Federal Direct Loan
  - Federal Perkins Loan Program
  - Teacher Education Assistance for College and Higher Education (TEACH) Grant
  - Federal Work-Study (FWS) Program
  - Federal Pell Grant
• State of Alaska [http://www.state.ak.us/acpe/student.html](http://www.state.ak.us/acpe/student.html)
  • Alaska Commission on Postsecondary Education
  • Alaska State Student Loan
  • Teacher Scholarship Loan Program
  • Family Education Loan Program
  • Memorial Loan Programs

• Scholarships
  • UAA Scholarships [http://www.uaa.alaska.edu/scholarships/arts_sciences.cfm](http://www.uaa.alaska.edu/scholarships/arts_sciences.cfm)
  • Statewide Foundation Scholarships [http://www.alaska.edu/foundation/scholarships/](http://www.alaska.edu/foundation/scholarships/)
  • Private Scholarships
    o CIRI [http://www.ciri.com/about_ciri/tcfmore.htm](http://www.ciri.com/about_ciri/tcfmore.htm)
    o Rhodes Scholarship Trust [http://www.rhodesscholar.org/](http://www.rhodesscholar.org/)
    o Hispanic Scholarship Fund [http://www.hsf.net/](http://www.hsf.net/)

• Veterans Benefits [http://edu.military.com/gibill](http://edu.military.com/gibill)
  • Chapter 30 - Montgomery GI Bill
  • Chapter 31 - Vocational Rehabilitation Program
  • Chapter 32 - Veterans Educational Assistance Program (VEAP)
  • Chapter 35 - Survivor's Benefits
  • Chapter 1606 - Montgomery GI Bill (National Guard/Selected Reserve)

For more information, refer: [http://www.uaa.alaska.edu/veterans/](http://www.uaa.alaska.edu/veterans/)
10. RESOURCES – ON AND OFF CAMPUS

RESOURCES – ON CAMPUS

Anthropology Department Facilities

Anthropology Laboratories
Department laboratories are presently located off-campus at 707 A Street during the renovation of Beatrice McDonald Hall. (see Off-Campus Resources)

Teaching Assistant Office/Graduate Space
The Teaching Assistant (TA) Office in PSB 106-A contains computers, and textbooks associated with anthropology classes. There are plans for the development of an anthropology department library.

Anthropology Club
The Anthropology Club also offers an informal setting for both graduate and undergraduate students to meet and share ideas, participate in student government, listen to invited speakers, and promote activities relevant to the field of anthropology. The current faculty advisor to the Anthropology Club is Dr. Sally Carraher.

UAA Facilities

Environment and Natural Resources Institute (ENRI)

ENRI traces its history to 1972, when the Alaska legislature established the Arctic Environmental Information and Data Center (AEIDC) within the University of Alaska as a referral and applied research center for Alaska's natural resources. Today, ENRI incorporates AEIDC, the Alaska State Climate Center, the Alaska Natural Heritage Program, and Resource Solutions. It provides hands-on educational opportunities and such services as applied science investigations; environmental and natural resource policy analyses; and the collection, interpretation, and communication of scientific knowledge.

ENRI's chief goal is to provide sound scientific data and analyses without advocacy for use in natural resource and environmental decision making. It also fosters the use of consensus-building techniques to help build agreement on public policy issues related to Alaska's resources. ENRI's offices are in the EBL building on the west side of campus.

Computer labs

There are currently 39 computer labs on the UAA Campus. While many of the labs are restricted to use by department-affiliated individuals, there are at least seven unrestricted labs located across campus available for use by any UAA student. For more detailed information on locations and hours of operation please check the following web page:
http://www.uaa.alaska.edu/computerlabs/anchoragecampus/

UAA Consortium Library

The Consortium Library provides informational resources and services to UAA and APU students, staff, and faculty. The Consortium Library is the designated research library for south-central Alaska and serves as the
health sciences library for the entire state. For additional information on Consortium Library resources check out the Library website at: http://consortiumlibrary.org/

Special Collections
- **Alaskana:** contains books, maps, microforms, videos, and other materials relating to Alaska, and other arctic regions.
- **Archives and Manuscripts:** collects, preserves, and makes available for research use records which document the social, political, cultural, and economic development of Alaska, especially Anchorage and Southcentral Alaska.
- **Foundation Center:** The Consortium Library is a Cooperating Collection of the Foundation Center, New York. This site provides information on collections and services offered by the Foundation Center, databases on funding resources and provides links to web resources on grants.
- **Government Documents:** a select depository for about 38% of the publications available for the U.S. Government Printing Office. A depository for all State of Alaska publications. Contains many documents from the Municipality of Anchorage.
- **Health Sciences Information Service:** the major medical library in Alaska. Provides fee-based library services to health professionals throughout the state.

The Alaska Resources Library and Information Services (ARLIS)
ARLIS, housed at the Consortium Library, contains collections of books, journals, reports, and government documents from all of the federal agencies based in Anchorage. Its collections are available for use by all UAA students.

Graduate Student Study Carrels
The library has 18 study carrels available to graduate students who are working on their theses. Students will need to bring proof of registration in a graduate level thesis credits. Carrels can be reserved for one semester, on a first-come first-served basis, and there is usually a waiting list. No one may use a study carrel for two consecutive semesters. A $25.00 key deposit is required and will be refunded when the key is returned. Contact the Library Income Manager’s Office at 786-1374 (or e-mail ansrb@uaa.alaska.edu) if you wish to reserve a carrel. For more information about study carrels: [http://consortiumlibrary.org/about/policies/carrels.php](http://consortiumlibrary.org/about/policies/carrels.php)

Students can also book regular study rooms online for a two hour block. See [http://consortiumlibrary.org/services/studyrom.php](http://consortiumlibrary.org/services/studyrom.php)

Learning Resources Center (LRC)
The LRC is in the Sally Monserud Building (SMB), offering a friendly and relaxed place to study, read, or to get extra help for a class. The LRC also serves as a testing site for correspondence courses. Other services offered include a hot drink service area, copy machines, English-as-a-Second-Language (ESL) tutoring, group and quite study areas, instructor reserved materials, language lab, computer lab, math lab, computer-assisted writing lab, tutoring, tape and film library, video stations, and Women’s Studies resources.

Graduate Student Association (GSA)
The GSA is a resource for social gatherings, workshops, and is the graduate student voice on campus. Your involvement is welcome! **GSA will be hosting the Graduate Welcome and Resource Fair on Wednesday, September 17, in LIB 307/309.** Food and drinks provided.
UAA Bookstore

The bookstore stocks required and recommended course textbooks in the exact editions specified by professors and as well as a wide variety of reference and technical books, study aids, fiction and non-fiction, and general reading books. When buying textbooks one should bring your registration receipts to reference the department name, course number, instructor, and section number. Refunds will be given for unmarked and undamaged textbooks returned with an original cash register receipt within ten school days from the start of class. The Campus Bookstore cannot refund books purchased in the prior semester; however, at the end of each semester, the Campus Bookstore buys back textbooks that are in good condition and scheduled for future use. The bookstore website is http://uaabookstore.uaa.alaska.edu/, which offers on-line ordering, textbook reservations, student inquiry options, and more.

University Center Campus

The University Center Extended Campus houses the following student services:

- Enrollment Services
- Financial Aid
- Accounting Services and Disbursement
- WOLF Card Issuance

WOLF Card

The University’s student and faculty ID cards are called WOLF Cards. The WOLF Card not only serves as ID card, but it can also be used as a convenient method to pay for many on-campus services. To obtain a WOLF Card visit the WOLF Card office located at the University Center Campus.

The WOLF Card:

- Is your official UAA ID
- Is your U-Pass: which means free use of the city bus system
- Is your Library card
- Is your access to movies, concerts and all venues in the Physical Education Facility
- Is a way to pay for many services on campus
- Is convenient: Forget about carrying cash, checks or credit cards
- Is fast: The WOLF Card will always have exact change so it’s faster than cash!
- Is safe: Your WOLF Card lost or stolen? No problem! Simply notify the WOLF Card office.

For additional information on the WOLF Card visit their web site at http://www.uaa.alaska.edu/wolfcard/

RESOURCES – OFF CAMPUS

The Department of Anthropology at UAA manages an off-campus lab facility and holds working relationships with state and federal agencies in the Anchorage community.

Archaeology and Anthropology Labs

UAA archaeology and anthropology lab facilities are presently located off-campus at 707 A Street (refer to map, page 3). The lab space includes a cultural anthropology lab, with recording equipment, video equipment, and transcribing software, as well as a biological anthropology lab space. The main lab includes storage for key
working collections, the Alaska Consortium of Zooarchaeology Collection, a wet lab for processing, a GIS lab, including 3 workstations and a flatbed scanner, and a reference library.

Public Transportation from Campus to the Anthropology Lab
Take bus 2 or 102 from the NW corner of intersection of 36th Ave/Providence Drive and Lake Otis. Exit on A Street after crossing 9th Ave (the bus will stop immediately south of the lab building, which is located on A Street between 7th and 8th). To travel from the lab back to campus, walk west from the lab on 7th Ave to C Street. Cross C Street and head south half a block. Catch bus 2 or 102 from the bus stop beside the Quality Suites hotel. The bus ride takes approximately 15 minutes—and it’s free, provided you use your Wolf Card. More information on route maps and schedules, including a bus tracker, can be found at People Mover: http://www.muni.org/departments/transit/peoplemover/Pages/default.aspx.

Arctic Studies Center
The Arctic Studies Center (ASC) is an extension of the Smithsonian Institution and the only ASC field lab outside of Washington, D.C. Working with Native Alaskans, scholars, and museum associates, Dr. Aron Crowell directs the Center’s office, where he is responsible for a broad range of collaborative research. Dr. Crowell is the principal investigator for a large, interdisciplinary study of prehistoric maritime adaptations, population growth, and environmental change, sponsored by the National Park Service for the Gulf of Alaska.

Dr. Crowell is an Affiliate Professor in the Department of Anthropology at UAA, where he offers classes on Museum Studies in Anthropology and Ethnohistoric Archaeology.

State and Federal Agencies
Through cooperative agreements and memberships on the Graduate Advisory Board, the UAA Department of Anthropology maintains contacts with all federal and state agencies in Anchorage that employ anthropology and/or have responsibilities in the anthropological arena. These include the following:

- National Park Service (NPS)
- Bureau of Indian Affairs (BIA)
- US Forest Service, Chugach National Forest (USFS)
- Bureau of Land Management (BLM)
- US Fish and Wildlife Service (FWS)
- Alaska Department of Fish and Game, Subsistence Division (ADF&G)
- Alaska Office of History and Archaeology, Department of Natural Resources (OHA)
11. STUDENT LIFE

Information about Anchorage

The following facts are from the Anchorage Convention and Visitors Bureau’s web page at http://www.anchorage.net/

- Anchorage Municipal Boundaries: The city encompasses 1,955 square miles (782 hectares) - about the size of the state of Delaware.

- Compass Quandary: Alaska is the northern and westernmost point of the United States, but because the Aleutian Chain extends into the Eastern Hemisphere, Alaska is also the easternmost point.

- Earthquake Evidence: The Good Friday Earthquake shook all of southcentral Alaska on March 27, 1964. It is the strongest ever recorded in North America, measuring 9.2 on the Richter Scale.

- Glaciers: There are approximately 100,000 glaciers in Alaska. Portage Glacier, just 45 miles (72 km) south of downtown Anchorage, is one of the most visited attractions in all of Alaska.

- Location: Anchorage sits at the base of the Chugach Mountains along the coast of Cook Inlet in Southcentral Alaska. It is as far north as Helsinki, Finland and as west as Honolulu, Hawaii.

- Mountains: You can see the Chugach, Kenai, and Alaska ranges from Anchorage. Mount McKinley, 130 miles (208 km) north of downtown, can be seen on clear days. This 20,320-foot peak is the tallest mountain in North America.

- Anchorage is Alaska's largest city with 41.5 percent of the state's population.

- Tides: The Upper Cook Inlet near Anchorage has the second greatest tide range in North America at 38.9 feet (11.9 m).

- Aviation: Alaska has about one registered pilot for every 58 residents, six times as many pilots per capita and 14 times as many airplanes per capita as the rest of the United States.

Museums and Cultural Attractions Around Anchorage

Alaska Native Heritage Center, Inc.
8800 Heritage Center Drive
Anchorage, AK 99506-1655
Phone 1: 907-330-8000 Toll
Free: 1-800-315-6608; Fax: 907-338-1488
Email: info@alaskanative.net
Web site: http://www.alaskanative.net

Anchorage Museum of History & Art
625 C Street
Anchorage, AK 99501
Phone 1: 907-929-9200
Fax: 907-929-9290
Email: museum@anchoragemuseum.org

Eklutna Historical Park
16515 Centerfield Drive,
#201 Eagle River, AK 99577-7719
Phone 1: 907-696-2828
Fax: 907-696-2845
Email: ehp@alaska.net
Web site: http://www.eklutna.com
Local guides describe Native cultural exhibits, historic Russian Orthodox churches and colorful "spirit houses."
May 15 to September 15, 8am-6pm daily.

Heritage Library Museum
P.O. Box 100600
Anchorage, AK 99510-0600
Phone 1: 907-265-2834
Fax: 907-265-2002
Free. Alaska art, native culture, library.

Oscar Anderson House Museum
420 M Street, Anchorage, AK 99501-1929
Phone 1: 907-274-2336
Fax: 907-274-3600
Email: ahpi@customcpu.com

Recreational Opportunities

Fishing
FISH ON! For the angler who wants a little bit of everything, Anchorage is the perfect base camp. There is a multitude of world-class fishing located within several hours drive from Anchorage. For more information log on to http://www.anchorage.net/591.cfm.

Anchorage Hiking Highlights
From short interpretive walks to wilderness day hikes and challenging climbs, outdoor enthusiasts can do it all - and be back in time for dinner. Anchorage is surrounded by state and national parks. With summer's extended daylight hours, residents often flock to the hills for an after-work hiking adventure.

Regional Hiking Highlights
Hiking opportunities abound in southcentral Alaska, many just a short drive from Anchorage. Right next to Anchorage is Chugach State Park (http://www.dnr.state.ak.us/parks/). To the south is Chugach National Forest and the Kenai Peninsula. To the north is the Mat-Su Valley and Denali National Park.

Winter Activities
Anchorage and the nearby south-central region contain many opportunities for the enjoyment of outdoor activities. In Anchorage there are over 110 kilometers of groomed cross country ski trails. Nearby Mt. Alyeska in Girdwood is a world-class downhill ski area. The mountains to the north and south offer hundreds of miles of back country winter skiing and snowmobiling.
Residential Life

The Residential Communities at UAA are composed of three suite style residence halls and two apartment complexes. Their mission is to provide safe and secure living/learning environments, which will help residents become academically successful students. They offer a wide variety of opportunities for UAA students to experience personal growth and development through educational, social and cultural programs, which are designed to supplement the classroom learning experience. Workshop topics range from college survival skills, roommate relationships and alcohol awareness, to global diversity, career planning, and date/acquaintance rape. Residents can enhance their leadership skills by becoming involved in student government or through our student staff positions. Interest groups emerge each year as students get acquainted, visit The Commons, participate as members of the residential community, and discover mutual interests.

The Department of Residence Life is the framework that supports group living in the residential communities. Staff members communicate, interpret and enforce policies and community standards that are conducive to maintaining a positive living and learning environment. Living in the Residential Communities is a good choice for most people. It can add new dimensions to your UAA experience! Additional information at: http://www.uaa.alaska.edu/residencelife/

Residence Halls
All residence hall rooms are arranged to balance the benefits of community living with privacy. There are four, fully-furnished suite styles available. All rooms have direct Ethernet connections to the University’s computer network and the World Wide Web. Each wing of the residence halls groups suites of 25 to 30 students, making it easy to interact with others. Each residence hall building features study lounges, laundry facilities, a computer lab, and a 24-hour service desk.

Main Apartment Complex
The Main Apartment Complex houses over 300 students in 78 apartments. Each apartment accommodates four students, predominantly in single bedrooms. The unit is fully furnished and includes telephone lines. Residents of each apartment share a kitchen, living room, bathroom, and storage area.

Templewood
The Templewood complex houses 80 students in 20 condominium-style apartments. Each unit accommodates four students in two single bedrooms and one shared (double) bedroom. These popular apartments are assigned by seniority and are generally occupied by continuing students. Each apartment has a shared common area, which includes a kitchen, large living room/dining area with fireplace, two and one-half bathrooms, a washer and dryer, and a two car garage.

For more information, contact University Housing, Dining, and Conference Services at 751-7200, visit the website at http://www.uaa.alaska.edu/ces/, or call the Department of Residence Life at 751-7444, or visit the website at http://www.uaa.alaska.edu/residencelife/

Off-Campus Housing
Web sites for finding apartments include http://www.apartmentfinder.com/Alaska/Anchorage, and http://www.apartmentguide.com/apartments/Alaska/Anchorage/. Just Google Search Apartments +Anchorage and you will have several options. Off campus housing postings are also on the second floor of the Campus Center.
Dining on Campus

University Housing, Dining, and Conference Services oversees food outlets and campus catering services in the Arts Building, Business Education Building, Campus Center, College of Arts and Sciences lobby, Cuddy Center, and The Commons. Hours and menus are available at http://www.uaaseawolfdining.com/locations.html

Cuddy Center

“The Daily Grind” features Kaladi Brother’s coffee, espresso, and tea beverages. Note: the lines become long ca. 10 minutes before each class.

The Cuddy Center cafeteria includes pizza, Mexican food, a burger grill, and salad bar. Gourmet it ain’t. You can also purchase bottle drinks and packaged foods, including premade sandwiches.

The Lucy Cuddy Dining Room

Located inside the Cuddy Center and operated by the Culinary Arts and Hospitality Program, this restaurant serves a variety of gourmet light lunch fare, full entrees, and tempting desserts. Staffed by Culinary Art students, this is a fine dining experience students can afford. Everyone is welcome! Though not required, reservations are encouraged. Open for lunch only, Tuesday through Friday, 11:30 a.m. to 1:30 p.m. with last seating at 12:30 p.m. Call 786-1122 for more information. Service can be on the slower side, but the food is the best on campus. Look also for the bakery cart that appears once a week. Fantastic baked goods (ham and cheese croissants, etc.) at very reasonable prices.

Campus Center

The bottom floor of the Campus Center has a Subway shop with sandwiches made to order, wraps, salads, soups, and cookies. Beside the Subway sandwich shop is Mein Bowl, that serves Asian food. Upstairs, visit the Corner Café serving Corner Brew espresso drinks, brewed herbal teas, bottled beverages, and pastries.

Social Sciences Building Lobby

Kaladi’s serves coffee, hot chocolate, cold drinks, bottled beverages, pastries, wraps and salads. Essentially same as the Daily Grind, but good if you're at the library.

Fireside Café

Located between the Integrated Sciences Building and the covered parking garage, the café offers grilled Panini sandwiches, in addition to a coffee/tea, and bottled beverages.

Residential Dining Program

Students living on campus have direct access to the residential dining program. With multiple campus locations and varying hours, the program is designed to meet even the tightest student schedule. Choosing the right meal plan depends upon how many meals are eaten each day as well as daily schedule. Students living in the new residence halls are required to choose between three specific meal plans, and students living the Main Apartment Complex or Templewood may choose from four food plan options.

Meal Plans

There are several meal plans that allow you to eat most places on campus. The meal plan is a prepaid account encoded on UAA WOLFcards for all dining purchases on campus, and provides quick, easy, cashless food purchases. Additional information about the Meal Plans can be found at:

http://www.uaaseawolfdining.com/plans.html
Campus Parking and Public Transportation

Bus Passes and Transportation
Currently enrolled students and UAA employees may ride the People Mover and AnchoRIDES busses for free. Current student and employee WOLFcard IDs will serve as a bus pass for all People Mover and AnchoRIDES routes. Route information can be found at http://www.muni.org/transit1/index.cfm. In addition, UAA runs a free shuttle bus service that can be accessed using WOLFcard ID’s. For more information on the shuttle service, http://www.uaa.alaska.edu/fcs/maintenanceoperations/operations/shuttle/.

Campus Parking
Parking at the University of Alaska Anchorage is a limited resource, made more limited by current construction work on BMH, and the development of a new Engineering Building. The following policies are enforced:

- Permits are required to park on most areas of the University of Alaska Anchorage campus during the Fall and Spring semesters. For more information regarding the various types of permits, please call 786-1119 or visit their website at: http://www.uaa.alaska.edu/parking/
- Visitors to campus may park in most lots on campus. Pay and Park machines accept cash or credit cards and will provide visitors with a receipt they place on the dash board. Parking fees are $2.00/hour. Some smaller lots have parking meters (also $2.00/hour). There are also day passes that can be purchased from parking services for $10.

Disabled Parking
Individuals experiencing disabilities will find designated parking spaces in each lot. The appropriate handicap permit/license issued by the State of Alaska Division of Motor Vehicles must be displayed.

Campus Safety
Call Team Officers are students employed by the University who provide safety services to the UAA community and enforce parking regulations. Their distinctive yellow and green jackets make them highly visible around campus. If you need assistance, call 786-1103 or flag down a Call Team Officer. Services include:

- Safety escorts
- Parking assistance
- Jump-starts
- Campus information
- Vehicle unlocks
- Parking enforcement

The University Police Department is responsible for maintaining security of the University buildings, providing crime prevention classes to students, staff and faculty, providing safety escorts on the University campus, vehicle and room unlocks, and vehicle jumpstarts. For emergencies or to report a crime, call 786-1120.

Health Services
The Student Health Center is an outpatient facility that provides diagnosis and treatment of episodic illnesses, health education and promotion, physical examinations, family planning, mental health services, dispenses medications, and provides services for other health related problems. Call 786-4040 V/TTY for more information, or visit http://www.uaa.alaska.edu/studenthealth/, or stop by the Rasmuson Hall, Room 116 and 120 to schedule an appointment.
Dental Hygiene Clinic
The Dental Hygiene Clinic offers the campus community services consisting of dental cleaning, X-rays, dental examinations, and sealants. Dental hygiene students see patients under the supervision of a dentist from the Anchorage community. Costs are minimal, but the time needed to complete each service is longer than a private dental practice. For current information and prices, call the Dental Programs department at 786-6960 or stop by Allied Health Sciences Building 124 or visit http://www.uaa.alaska.edu/ctc/alliedhealth/dental/index.cfm.

Community Health Numbers
Alaskan AIDS Association 276-4880
Alaska Native Medical Center 563-2662
Alaska Regional Hospital 276-1131
Anchorage Neighborhood Health Center 257-4600
Providence Family Medicine Center 562-9229
Anchorage Municipality Health & Human Services 343-4605
Anchorage Community Mental Health Services 346-2234
Denali Kid Care 269-6529
Anchorage Municipality Family Planning Clinic 343-4623
Overeater’s Anonymous 279-1942
Planned Parenthood of Alaska 563-2229
Providence Hospital 562-2211
Sexually Transmitted Disease Clinic 343-4611
Women, Infants and Children (WIC) 343-4668
Women’s Health Clinic (South Central Foundation) 729-3100

Child Care
Tanaina Child Development Center is open to children whose parents are students, alumni, or employees of UAA. Children are eligible for enrollment from 18 months until they are old enough to attend kindergarten. Tanaina links directly to the UAA School of Education and serves as a laboratory and training site for students enrolled in human development, early education, and other related fields of study. Tanaina is open for observation Tuesday through Friday. Appointments must be made at least 24 hours in advance to accommodate the volume of student observers. Tanaina’s early childhood teachers assign and supervise students in classroom participation or work individually with a child. For more information, call Tanaina at 786-1340 or stop by Campus Center 142 or visit http://www.tanainachildren.org/.

Community Day Care Numbers
Day Care Assistance, Municipality of Anchorage 343-6700
Intermission Crisis Nursery (24-hour parent help line) 276-8511
APPENDIX

Forms

- UAA Graduate Teaching Assistant/Research Assistant Tuition Waiver (GTW) Application Form
- Official Graduate Studies Plan
- Annual Report of Graduate Student Progress (2 pages)
- MA Degree in General Anthropology Course Checklist
- MA Degree in Applied Anthropology Course Checklist
- MA Degree in Applied Anthropology Practicum Agreement
- Application for Advancement to Candidacy
- Graduate Student Development and Travel Grants Application Cover Page and Checklist
- Application for Temporary Leave of Absence
- Student Travel Scholarship Tax Form
Academic Tuition Award Form

(907) 786-1480 FAX (907) 786-6122
financial.aid@uaa.alaska.edu
www.uaa.alaska.edu/financialaid

Eligibility:
Number of credits enrolled in (SFAREGF): ___________
UAA certificate or degree program admitted to (SGASTDN): ___________
Cumulative Grade Point Average (SHATERM): ___________
Meets UA Satisfactory Academic Progress policy (SHATERM): Yes No
International Student: Is the student on a non-immigrant visa? Yes No Visa type ___________

Awarding Unit: Indicate the maximum dollar amount of Anchorage campus tuition to be waived next to the awarding unit’s name. To waive a student’s full cost of Anchorage campus tuition regardless of the dollar amount, write “FULL” next to the awarding unit’s name. A tuition waiver will pay the amount requested up to the student’s full cost of Anchorage campus tuition (fees are not waivable). Any combination of waivers or other payments that only cover tuition will not exceed the total amount of tuition charged to the student.

School and College Waivers
$ _______ College of Arts and Sciences (ATWCAS)
$ _______ College of Business and Public Policy (ATWCBP)
$ _______ College of Health (ATWHSW)
$ _______ College of Education (ATWCOE)
$ _______ Community and Technical College (ATWCTC)
$ _______ Honors College (ATWHON)
$ _______ School of Engineering (ATWSOE)

Administrative Waivers
$ _______ Academic and Multicultural Student Services (ATWACE)
$ _______ Athletics (ATWA)
$ _______ Center for Community Engagement and Learning (ATWCOM)
$ _______ External Community (ATWEXT)
$ _______ National Merit Scholar (ATWNMS)
$ _______ Office of Academic Affairs (ATWAO)
$ _______ Office of Diversity and Compliance (ATWDAC)
$ _______ Research and Graduate Studies (ATWRSC)
$ _______ Seawolf Debate (ATWSPE)
$ _______ Student Financial Assistance (ATWFAO)
$ _______ Student Leadership (ATWDOS)
$ _______ Other (ATW________)

Note: The Office of Student Financial Assistance must receive and process this completed form by the term’s payment deadline.

Department contact completing this form:
Printed Name: ___________________________ Phone: ___________________________

Sponsoring Unit’s Authorized Signature:
Printed Name: ___________________________ Signature: ___________________________ Date: ___________________________
**GRADUATE STUDIES PLAN (GSP)**

**Graduate School**

**UNIVERSITY of ALASKA ANCHORAGE**

**Graduate School**

**Name:**

**Degree:**

**UA ID:**

**Original Date:**

**Revised Date:**

**Final Date:**

**Check this box if student is pursuing a second Master’s degree**

**UAA Credits to be used in the degree program:** (600- or 400-level/See catalog for program requirements)

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**Leveling Courses:** (Required courses that will not count toward the minimum credit requirement)

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**Transfer Courses:** (Pre-admission and other institutions—see catalog for information on transfer courses)

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**Minimum Credits Required for Degree Program (from catalog):**

**Total Degree Program Credits:**

**Appointment or Change of Advisory Committee (for Theses and Projects)**

**Department**

**Signatures**

**Type Name:**

**Date:**

**Advisor:**

**Dept. Chair:**

**College/School Dean:**

**Graduate School:**

Graduate School will send original hardcopy to the Office of the Registrar; scanned copy to home college or school

revised May 28, 2009
UNIVERSITY of ALASKA ANCHORAGE
Graduate School

ANNUAL REPORT OF
GRADUATE STUDENT PROGRESS

A REPORT MUST BE ON FILE AT LEAST ONCE PER YEAR BY SEPTEMBER 15TH. MORE FREQUENT REPORTS ARE ENCOURAGED IF NEEDED, ESPECIALLY WHEN STUDENT STATUS CHANGES.

ADVISOR: IT IS IMPORTANT TO PROVIDE A DESCRIPTIVE EVALUATION OF STUDENT PROGRESS, EVEN IF IT MEETS THE BASIC REQUIREMENTS FOR “SATISFACTORY.” ELABORATE ON THE STUDENT’S CURRENT PLAN FOR COURSEWORK FOR THE COMING ACADEMIC PERIOD.

Date of Report: _____________
Name: ___________________________________ SID#: __________________
Degree sought: _____________ Program: ________________________________
Student phone number: __________ Student email: ____________________
First semester in program: (circle one) Fall  Spring  Summer  20____

COMMENTS ON PROGRESS OF COURSEWORK (including grades): (Is student on leave of absence, paying Continuous Registration fees or enrolled in coursework? How did student do in the last academic year or summer intersession.)

COMMENT ON STUDENT'S ACADEMIC STRATEGY FOR THE COMING ACADEMIC YEAR AND/OR SUMMER INTERSESSION: (What’s the plan?)
M.A. DEGREE IN GENERAL ANTHROPOLOGY
COURSE CHECKLIST

Student: ______________________  Graduate Advisor: __________________

ANTH A602  Proseminar in Cultural Anthropology  Completion date: __________

ANTH A605  Proseminar in Biological Anthropology  Completion date: __________

ANTH A611  Proseminar in Archaeology  Completion date: __________
M.A. DEGREE IN APPLIED ANTHROPOLOGY

COURSE CHECKLIST

Student: ______________________  Graduate Advisor: __________________

Applied Cultural Anthropology:

ANTH A615  Advanced Applied Anthropology  Completion date: ____________

ANTH A630  Advanced Research Methods in Cultural Anthropology  Completion date: ____________

ANTH A695  Anthropology Practicum  Completion date: ____________

Applied Biological Anthropology (3 of the following courses):

ANTH A645  Advanced Evolution of Humans and Disease  Completion date: ____________

ANTH A655  Advanced Medical Anthropology  Completion date: ____________

ANTH A657  Nutritional Anthropology  Completion date: ____________

ANTH A665  Analytical Techniques in Biological Anthropology  Completion date: ____________

ANTH A685  Advanced Human Osteology  Completion date: ____________

ANTH A695  Anthropology Practicum  Completion date: ____________

Cultural Resource Management:

ANTH A675  Cultural Resource Management  Completion date: ____________

6 credits from the following:

ANTH A631  Advanced Field Methods in Archaeology  Completion date: ____________

ANTH A680  Advanced Analytical Techniques in Archaeology  Completion date: ____________

ANTH A681  Advanced Museum Studies in Anthropology  Completion date: ____________

ANTH A695  Anthropology Practicum  Completion date: ____________
UAA MASTER OF ARTS IN ANTHROPOLOGY
PRACTICUM AGREEMENT
(Please type all information)

Student Name: ___________________________ Date ________________

Agency/Address _______________________________________________

Mentor Name: ___________________________

Semester: ___________ Hours _____________ Credits ___________

Purpose of Practicum:

Specific Skills to be Acquired:

Tasks:

Products

______________________________     ________
Student’s Signature            Date

______________________________     ________
Agency Mentor’s Signature       Date

______________________________     ________
Advisor’s Signature             Date

Copies to (1) student, (2) advisor (3) mentor, (4) Anthropology Department student file

REVISED AUGUST 2012
APPLICATION FOR ADMISSION TO CANDIDACY
Master of Arts in Anthropology
University of Alaska Anchorage
(Please Type)

All terms of conditional admission must be satisfied, all prerequisites satisfied, and all academic deficiencies removed prior to Advancement to Candidacy.

Name: ___________________________ Date: ___________________________
   (Last)                                      (First)          (MI)

Student Number: ___________________________ Day Phone: ___________________________

E-Mail Address: ___________________________

Date of admission to graduate program: ___________ Catalog Year: ________

Emphasis: ___________________________ Track: ___________________________ Option: ___________________________

Expected date of graduation: ___________ UAA Graduate Level GPA: ________

Comprehensive Exam: ___________________________

Thesis/Project proposal approval received: ___________________________

Proposed Thesis Title/Topic: ___________________________

Other Requirements
   Statistics/computer literacy course : ______

   ___________________________ (Student Signature) ___________________________
   ___________________________ (Date) ___________________________

Admission to Candidacy Approved:
   ___________________________ (Committee Chair) ___________________________
   ___________________________ (Department Chair) ___________________________
   ___________________________ (Committee Member) ___________________________
   ___________________________ (Committee Member) ___________________________
   ___________________________ (Committee Member) ___________________________
ANTHROPOLOGY DEPARTMENT
GRADUATE STUDENT DEVELOPMENT AND TRAVEL GRANTS
Application Cover Page and Checklist

Your Name: __________________________ Date of application ___________

Status in program

Graduate advisor:

Date of entry in the program

Current status: ☐ Full time ☐ Part time ☐ Continuing registration ☐ Other: __________

Has your Graduate Studies plan been submitted and accepted? ☐ Yes ☐ No

Has you advanced to candidacy? ☐ Yes ☐ No

What is the expected date of completion of your thesis? ______________

What is your thesis topic (if known)? __________________________________________

Have you received an Anthropology Department Graduate Student Development and Travel Grant in the past? ☐ Yes ☐ No

If yes when? ___________________________

If yes, was a report submitted to the Department Chair? ☐ Yes ☐ No

What category of funding is this application for? (Check only one. A separate application is required for each funding request.)

☐ Category 1a: Travel for official conference participation: ($500 maximum)

☐ Category 1b: Travel for conference attendance: ($250 maximum)

☐ Category 2: Development activities: ($500 maximum)

Along with this application cover page, please submit a funding proposal which includes, as appropriate, the information in the following checklist (incomplete applications may be rejected):

☐ The dates of your proposed travel or other activity

☐ A detailed narrative description of your proposed activity, including its relevance to your specific Graduate Studies Plan

☐ Evidence of your involvement in the proposed activity (e.g. letters of invitation, registration receipts, and so on)

☐ A title and abstract for a paper or poster presentation

☐ A detailed budget for your entire proposed activity, indicating any other actual or potential sources of funds

The completed application should be submitted to the Chair of the Anthropology Department by the appropriate date below:

Round I, Jul 1 - Sept 30: Application Deadline May 1
Round II, Oct 1 - Dec 30: Application Deadline Sept 1
Round III, Jan 1-Mar 30: Application Deadline Dec 1
Round IV, Apr 1-Jun 30: Application Deadline Mar 1
APPLICATION FOR TEMPORARY LEAVE OF ABSENCE

Must be submitted to the Graduate School by the last day to pay fees in the requested semester of leave.

Name: ___________________________ Date: ___________________________

UAA ID#: ___________________________ Email: ___________________________

Address where you can be reached while on leave: ___________________________

Contact Phone number: ___________________________

Degree: ___________________________ Major: ___________________________

Last semester enrolled at UAA: ___________________________

Note: All graduate students must be registered for at least one graduate credit per academic semester as appropriate for their program to maintain enrolled status unless they are on an approved leave of absence.

For the following reasons, I request a temporary leave of absence from my graduate studies:

I will not be registered during the semester(s) indicated:

<table>
<thead>
<tr>
<th></th>
<th>Fall 20___</th>
<th>Spring 20___</th>
<th>Summer 20___</th>
</tr>
</thead>
<tbody>
<tr>
<td>I plan to return* to my studies:</td>
<td>Fall 20___</td>
<td>Spring 20___</td>
<td>Summer 20___</td>
</tr>
</tbody>
</table>

*If you fail to register in the semester indicated or fail to extend your leave, you may be removed from graduate degree-seeking status.

Student's Signature: ___________________________ Print: ___________________________ Date: ___________________________

Approved: Signature ___________________________ Print: ___________________________ Date: ___________________________

Graduate Advisor: ___________________________

*International Students must consult with the International Student Advisor prior to submitting the Leave of Absence Form to the Graduate School.

*International Student Advisor: ___________________________ Print: ___________________________ Date: ___________________________

Program Chair: ___________________________ Print: ___________________________ Date: ___________________________

Dean: ___________________________ Print: ___________________________ Date: ___________________________

Graduate Dean: ___________________________ Print: ___________________________ Date: ___________________________

Please return original to Enrollment Services, scanned copy to the home department. 08/08/08
# University of Alaska Taxable Status Determination Form

**Document #:**

**Date:**

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**Section A: General Information. To be completed by all. Please print clearly.**

Name: 

UA ID# (if applicable): 

Gender: □ Male □ Female

Birthdate: 

Mailing Address: 

Daytime Phone Number: 

Evening Phone Number: 

Primary Language: 

E-mail: 

Check one and provide ID#:  

□ U.S. SSN:  

□ U.S. ITIN: 

Emergency Contact Information (closest living relative):

Name/Relationship: 

Address: 

Phone Number: 

Primary Language: 

E-mail: 

Are you a U.S. Citizen or Permanent Resident?  

□ Yes, skip to section C.  

□ No, complete rest of form.

Will all of the work you are performing be done outside the U.S.?  

□ Yes, skip to section C.  

□ No, complete rest of form.

---

**Section B: Tax Residency Information. Please print clearly. This information will be used to determine tax residency status.**

You may be subject to tax withholding up to 30% on any payments or benefits you may receive.

Citizenship: □ Citizen of 

Nation of Birth: 

What country did you live in prior to coming to the U.S.? 

Dates of residence? 

**Date of First Entry into the U.S. in any Visa category:** 

**Current I-94 Expiration:** □ DFS or □ Date:

**Form I-20 or DS2019 valid from:** □ to 

**Passport #:** Country of Issue: 

Expiration Date: 

**U.S. Visa Type:** □ B-1 □ B-2 □ J-1 □ F-1 □ Other Type:

□ J Visa, category as specified on DS-2019: □ Scholar □ Short-term Visitor

□ Other: 

Expires: 

In the table below, please list ALL of your travel to the United States and travel dates, including your current visit. Attach additional pages if necessary. Visits to the U.S. on a B visa or visa waiver prior to 7 years ago should not be included.

<table>
<thead>
<tr>
<th>Arrival Date (mm/dd/yyyy)</th>
<th>Departure Date (mm/dd/yyyy)</th>
<th>Visa Type (ex: J-1, TN, B-1, etc.)</th>
<th>Purpose of presence in U.S. (ex: study, tourist, conference, etc.)</th>
<th>Exempt from SPT?</th>
<th>SPT Calculation</th>
</tr>
</thead>
<tbody>
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**UA Staff Use Only**

<table>
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<th>Exempt from SPT?</th>
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**Travel W/H%**

**Type of Payment:**

- □ Travel
- □ Honorarium
- □ Independent Contractor
- □ Other

**Degree:**

□ Attending workshop/conference □ Research subject □ Demonstrating special skills

□ Studying in a degree program □ Consulting □ Conducting Research

□ Studying in a nondegree program □ Guest Lecturer □ Other:

**Department:**

**Department Contact:**

**Fax Number:**

**Phone Number:**

---

**Section C: Certification. To be completed by all. I certify that the above information is true and correct to the best of my knowledge.**

Signature: 

Date: 

Please fax form to:

**DEPARTMENT USE ONLY:**

Check purpose of individual's visit on behalf of the University of Alaska (check all that apply):

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**Types of Payments:**

- □ Travel
- □ Honorarium
- □ Independent Contractor
- □ Other

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Copy: MAU NRAT and Purchase Requisition, if applicable

Taxable Status Determination Form

Distribution: Original: Department

Revised 08/25/2009

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