



### Office of Academic Advising

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### Degree Audit Checklist:

# English Major

Expected graduation date: \_\_ May \_\_ January Year: \_\_\_\_\_

Name: \_\_\_\_\_ Hopkins ID: \_\_\_\_\_  
Last Name First Name MI

Email address: \_\_\_\_\_ Phone#: \_\_\_\_\_

Additional major or minor: \_\_\_\_\_

**Instructions:** This form indicates which departmental and university requirements you have completed and which you must complete before graduation. If you have any questions, speak to your faculty advisor about department requirements, or to an academic advisor about other requirements.

#### Special Notes for Juniors:

This form is used to determine your eligibility for graduation and must be completed and filed with the Office of Academic Advising in the spring of your junior year.

1. Complete this form and have it approved and signed by your faculty advisor in the spring of your junior year. After this, make an appointment in the Office of Academic Advising and bring this form and a copy of your transcript to the advisor clearing for your major.
2. This form must be filled out **completely** and **neatly**, including course title and number as listed on transcript.
3. When noting that a course has been completed, please write in the grade you earned in that course under the column "Completed."
4. If you have completed the checklist with an advisor in the Office of Academic Advising and you make a change in a required course you intended to take you must notify the advisor of that change.

Course No. and Title	Completed	In Progress	To be Done
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**One year of any classical or modern spoken language at the intermediate level.** Students who plan to enter graduate school should study a second foreign language. Any language requirement waived by exam must be documented on transcript or in our office before checklist will be accepted.

_____	_____	_____	_____
_____	_____	_____	_____

**Two semesters of courses outside the English Department of a general introductory nature in the humanities and/or social sciences such as** History 100.101-102, Philosophy 150.111-112, or Political Science 190.101 and 190.225 or 190.280. History courses taken for this requirement cannot count toward distribution requirements.

_____	_____	_____	_____
_____	_____	_____	_____

**Ten semester courses in the English Department.**

These must include:

- a) English 060.107, Introduction to Literary Study**, which must be taken no later than the sophomore year by any student who has declared the major by that time.
- b) No fewer than two and no more than four lecture courses**, which henceforth will be designated as 200-level courses.
- c) Three of the ten required semester courses must be concerned with literature before 1800, and at least one of these courses must be at the 300-level.**

No more than two English department independent study courses, including the senior essay option (060.503, 060.504, 060.509), may count toward the major. Expository Writing may not be counted toward the major. Only courses listed as English Department courses or cross-listed with English (maximum of two cross-listed courses) may count toward the major. It is the student's responsibility to obtain written permission for any course substitutions.

**Note to provision a):** The requirement that English 060.107 must be taken by the end of the sophomore year will apply only to students in the **Class of 2012** and later. Exceptions to the requirement will be made for transfer students, who must take the course within a year of declaring the major at Hopkins. Students who declare an English major subsequent to the end of the sophomore year must likewise take the course within a year of declaring the major. All students are encouraged to take the course as early as possible.

**Note to provision b):** This applies only to students who declare the major in **Fall 2008** or later. Lecture courses taken prior to the renumbering as 200-level courses can be counted toward this requirement.

Course No. and Title	Completed	In Progress	To be Done
060.107      Introduction to Literary Study	_____	_____	_____
<b>Literature Before 1800</b>			
060. _____	_____	_____	_____
060. _____	_____	_____	_____
060. _____	_____	_____	_____
<b>Six additional courses in the department</b> (Expository Writing may not be counted toward the major).			
060. _____	_____	_____	_____
060. _____	_____	_____	_____
060. _____	_____	_____	_____
060. _____	_____	_____	_____
060. _____	_____	_____	_____
060. _____	_____	_____	_____

**Other Departmental Requirements:**

A grade of "C-" or better must be earned in required courses, which may not be taken S/U.

**Please initial here to indicate you have read and understand these requirements:** \_\_\_\_\_

**The English Department has an honors program and a senior essay option for students with the requisite G.P.A in English courses.** For further information, please see the department website at <http://web.jhu.edu/english/undergrad.html> and then follow the instructions below.

**Honors in Your Major**

Students planning to graduate in May must complete an HONORS CLEARANCE CHECKLIST by March 23rd in the year you expect to graduate. Students who plan to graduate in January must submit the checklist by December 1st. Failure to submit this checklist by this date will mean that you will not receive honors in your major. Please note that these requirements are not related to “General University Honors.” General University Honors are automatically assigned to all students who graduate with a 3.5 or higher.

To receive Honors in English, you must have met the following criteria:

- Have a GPA of 3.6 or higher in courses to fulfill the literature component for the major (i.e., not foreign language or basic humanities courses).

To notify us that you are eligible for honors, you must:

1. Obtain an honors checklist by either downloading it from [www.advising.jhu.edu](http://www.advising.jhu.edu) or by picking one up in the Office of Academic Advising.
2. Complete the checklist in your senior year and take it to the Director of Undergraduate Studies for English.
3. Return the signed checklist to the Office of Academic Advising by the deadline. You do not need to make an appointment to return the checklist, but it must be signed by the correct representative from your department or it will not be processed.

**Distribution Requirements for Majors:** These cannot include major requirements or courses.

Course No. and Title	Credits	Completed	In Progress	To be Done
12 credits of N, Q or E				
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
18 additional credits of S, Q, N or E				
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

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**University Requirements:**

<b>Course No. and Title</b>	<b>Completed</b>	<b>In Progress</b>	<b>To be Done</b>
120 total credits	_____	_____	_____
60 credits at Johns Hopkins	_____	_____	_____
4 semesters at Johns Hopkins	_____	_____	_____
4 writing intensive courses (12 credits)	_____	_____	_____
No more than 18 D credits	_____	_____	_____
No more than 5 Carey Business School and School of Education courses	_____	_____	_____
C average or better in your major	_____	_____	_____
No more than 12 transfer credits	_____	_____	_____

**HOW MANY SEMESTERS WILL YOU HAVE COMPLETED AT TIME OF GRADUATION?** \_\_\_\_\_

Language Elements Courses: Students who take the first semester of an elementary language course in French, German, Greek, Italian, Latin, Modern Hebrew, Portuguese or Spanish must complete the second semester course as well or lose the credit for the first term.

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**FOR JUNIORS ONLY:**

Student's Statement:

I have reviewed my progress toward meeting the graduation requirements for my major. I understand which requirements have been completed and which remain to be completed, including those that are in progress, if any. **I agree to notify the Office of Academic Advising if I make any changes to my plan of study.**

\_\_\_\_\_  
*Student's Signature*

\_\_\_\_\_  
*Date*

Advisor's Statement:

I have reviewed progress toward meeting the graduation requirements for the major with the student. We have marked which requirements have been completed and which remain to be completed, including those that are in progress, if any. **I have indicated by initialing or submitting a supporting memo any exceptions to departmental requirements that have been approved for this particular student.**

\_\_\_\_\_  
*Faculty Advisor's Name*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Academic Advisor's Name*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*