

In this handbook, you will find almost all of the answers that you need as history majors, minors and mentors.

### **How do I declare a major in history?**

You simply need to go to your academic adviser and fill out a Declaration of Major form. Once processed by the College of Arts and Science, this form will be forwarded to the Department of History.

### **What do I need to do after I declare my major?**

The Director of Undergraduate Studies will, in turn, contact you by email address and request a meeting of approximately thirty minutes. In the meeting, the Director of Undergraduate Studies will assign you a faculty mentor based on your interests in history and give you pointers on how best to succeed in the major. You will wish to meet with your mentor before you register for classes.

It is imperative that you follow through with these meeting requests! We have had students who never met with the Director of Undergraduate Studies or with their faculty mentor and discovered just weeks before graduation that they were short of courses needed to graduate. They either had to switch majors at the last minute or graduate one semester later.

### **Why do I need to meet with my departmental mentor?**

Your mentor will make sure that you are on track to graduate with a major in history. We have had students who never met with their faculty mentor and discovered just weeks before graduation that they were short of courses needed to graduate. They either had to switch majors at the last minute or graduate one semester later.

Your mentor (or the Director of Undergraduate Studies) is the only person who can approve credit towards the history major from other departments and programs at SLU. (See below).

Your mentor will also help find courses for you that are best suited for your interests.

### **What courses do I need to graduate with a major in history?**

You will need 36 credit hours, which is the equivalent of 12 courses. Two of these courses are already part of the University core:

- HIST 1110: Origins of the Modern World to 1500.
- HIST 1120: Origins of the Modern World since 1500.

You will need one course designed to expose you to the different ways of writing history.

- HIST 2800: The Historian's Craft

While it is not a formal requirement that you take History 2800 before launching in to your upper-division courses, we advise you to do so. This course will serve as an ideal preparation for the rigors of our more advanced courses.

It is mandatory that you take History 2800 before taking a 4000-level seminar. In exceptional cases, you may take History 2800 and a 4000-level seminar simultaneously but you will need to submit a petition to the Director of Undergraduate Studies to do so and your petition will need to be approved by the Undergraduate Committee.

You will then need to complete 27 hours of upper-division History courses, which is the equivalent of 9 courses. By upper-division, we mean courses listed at the number of 2600 level and higher. These must include the following:

- 3 hours of European history.
- 3 hours of pre-1865 U.S. history.
- 3 hours of post-1865 U.S. history.
- 3 hours of World history, including Asian, African, Middle Eastern, or Latin American.
- 12 hours upper-level electives (2600 level or above).
  - Students may substitute an approved history internship (HIST 4910) for one of the required upper-level elective courses.
- 3 hours of a senior seminar.

See Bingo Sheet for Major below

[https://docs.google.com/document/d/1VPEKB6mx5jPXbg3WyA7\\_gvMI\\_w0WqJTvfHXRkOzBxEE/edit](https://docs.google.com/document/d/1VPEKB6mx5jPXbg3WyA7_gvMI_w0WqJTvfHXRkOzBxEE/edit)

### **Can cross-listed classes from other departments receive upper-division credit for my history major?**

All courses that are officially cross-listed at SLU will count, as will courses from the history department at SLU's Madrid Campus.

In addition, two upper-division courses in fields closely related to history may be substituted to fulfill six hours of this requirement. To receive credit towards your major, you must present your faculty mentor or the undergraduate director with a copy of the syllabus. He or she will evaluate the course for its historical content. If the course is approved, the mentor will forward a copy of the syllabus with his or her signature on it to the departmental office, where it will be placed in your departmental file. Your mentor will also keep a copy for his or her files.

You may not, however, double-dip. The same course cannot be used to satisfy requirements for more than one major or the core. The sole exception: some history classes serve as required

courses for certain interdisciplinary majors and concentrations. In these particular cases, you may receive double-credit – but only with the approval of your departmental mentor.

### **What upper-division classes from other universities can count towards my history major?**

To receive credit for an upper-division course offered by a university other than SLU, you must present a copy of the syllabus to the undergraduate director who will determine whether it departmental requirements. These requirements are simple: the course must have assigned a minimum of five to six books (or the equivalent thereof in the form of primary source documents or films) and fifteen to twenty pages of writing.

If the course is approved, the undergraduate director will place a copy of the syllabus with his or her signature in your file in the departmental office.

### **What lower-division classes from other universities can count towards my history major?**

If you are a transfer student, you may receive SLU credit for equivalent courses in history – as long as they have been approved both by the university and the department. To receive departmental approval, you will need to forward a copy of the syllabi to the Director of Undergraduate Studies, who will determine whether this course fulfills the requirements for these courses. Your transfer courses will need to cover the same chronological eras. For History 1110, they should span the eras from the ancient world to 1500; for history 1120, they will need to run from 1500 to the present. In addition, they need to have assigned the equivalent of eight pages of writing and four books - or the equivalent thereof in the form of primary source readings.

### **What about internships?**

Internships (History 4910) will count as an upper-division history course. They will not, however, replace a 4000-level seminar (History 4900, 4901, 4902). To set up an internship, please contact the Director of Internships. Dr. Flannery Burke (flannery.burke@slu.edu) is currently serving as the director of internships.

### **Will AP credit count?**

If you received AP credit in the following subject areas, it will count toward the major and minor under the following circumstances.

- U.S. History – if you received a four or higher, you will receive three hours of credit for either History 2600 (History of the United States to 1865) or History 2610 (History of the United States from 1865). You will not receive credit for both courses.

- World History - if you received a four or higher, you will receive three hours of credit for History 1120 (Origins of the Modern World from 1500). You will not receive credit for both History 1110 and 1120.
- European History – if you received a four or higher, you will receive three hours of credit for History 1120 (Origins of the Modern World from 1500). You will not receive credit for both History 1110 and 1120.

### **What about CLEP credit?**

If you received a 60 or higher on the CLEP exam, you may be eligible to receive three hours of credit for either History 1110, 1120, or 2600. However, you will also need to pass a departmental exam, which will draw from final examinations for one of these three courses offered in recent semesters at SLU. To set up the exam, you will need to contact the Director of Undergraduate Studies. Please note, however, that few students pass these departmental exams. Most took the departmental exam months or even years after completing these courses in high school. You are usually better off taking these courses at SLU rather than trying to relearn forgotten content from years earlier.

### **What about 1818 credit?**

You may receive three hours of credit for each of the following History courses offered in the 1818 Advanced College Credit Program at Saint Louis University.

HIST 1110 - Origins of the Modern World to 1500

HIST 1120 - Origins of the Modern World, 1500 to the Present

HIST 2600 - History of the U.S. to 1865

HIST 2610 - History of the U.S. since 1865

All students enrolling in 1818 Advanced College Credit courses, including the students taking the course for high school credit only, will be held to the same academic standards as those students taking the course on the University campus.

The grades earned through the 1818 Advanced College Credit Program are considered Saint Louis University grades, and will become part of the student's undergraduate GPA if the student enrolls at Saint Louis University as a full-time student.

### **What about IB (International Baccalaureate) Credit?**

If you received a six or higher on your IB exam in American History, you are eligible for six hours of credit for History 2600 and History 2610.

**Are there any substitutes for 4000-level seminars (History 4900, 4901, 4902) and what if I am not interested in the topics being offered?**

There are only three circumstances in which it is possible to replace these seminars with a substitute.

- When you are graduating at the end of the semester and there is no 4000-level seminar offered at a time that works for you. These circumstances occur most frequently for those of you with double majors in the sciences and required labs scheduled at the same time as our seminars.
- When you are planning to begin graduate studies, and you need a specific course to help prepare you for your chosen field.
- When you are writing a Senior Thesis (History 4991). Please note that Senior Thesis Prep (History 4990) will not replace a 4000 level seminar.

For the first two circumstances, you will need to petition the department's Undergraduate Committee. In your letter to be sent to the Director of Undergraduate Studies, you will need to explain why you cannot take the available seminars. In addition, you will need to attach two documents. The first is a draft syllabus of the course that you will take in lieu of the seminar. This must specifically outline how you will complete a 20 to 25-page paper based, at least in part, on primary sources. It must also describe the topic that you will pursue. The second is a short letter in support of your bid from the professor in SLU's History Department with whom you will carry out this course. In most cases, this course will take the form of an Independent Study (History 4980).

**What if I would like to write an Honors Thesis (History 4991)?**

To be eligible to write an Honors Thesis, you must have a minimum GPA of 3.5 for your history classes and a 3.25 GPA overall. Most students who write an Honors Thesis are in their senior year. There are two paths to writing an Honors Thesis:

- You may expand and revise a paper that you have written for a previous 3000 or 4000 level history class. To do so, you must have the recommendation of the instructor who supervised your previous paper.
- You may launch a new topic. To do so, you will need to sign up first for History 4990, Senior Thesis Preparation. You may then advance to History 4991 during the following semester.

For both paths, you will need to find a professor to supervise the thesis. You will also need a second reader, and to do so, you should set up a meeting with the Director of Undergraduate Studies. The second reader may be from outside the department or the university. Your supervisor and instructor will set the meetings, deadlines and assignments. They will also jointly assign you your grade. If you receive an A, you will automatically receive departmental honors. This notation will appear on your transcript and in the precommencement bulletin.

### **What grades do I need to receive for my courses to count towards a history major?**

You must receive a C minus or higher for each course. Any course that is a D or lower will not count. You will either need to retake the course or take a new course.

### **What are the continuation standards for a history major?**

To remain a history major, you will need to receive a minimum average of a B- in HIST 1110 and HIST 112 and a 2.0 cumulative average for all History courses.

### **How do I minor in history?**

You simply need to go to your academic adviser and fill out a Declaration of Minor form. Once processed by the College of Arts and Science, this form will be forwarded to the Department of History.

### **What do I need to do after I declare my minor?**

The Director of Undergraduate Studies will, in turn, contact you by email to request a meeting of approximately thirty minutes in the coming weeks. In the meeting, the Director of Undergraduate Studies will assign you a faculty mentor based on your interests in history and give you pointers on how best to succeed in the minor. You will wish to meet with your mentor before you register for classes.

It is imperative that you follow through on these meeting requests! We have had students who never met with the Director of Undergraduate Studies or with their faculty mentor and discovered just weeks before graduation that they were short of courses needed to graduate. They consequently had to drop the minor at the last minute.

### **What courses do I need to minor in history?**

You must complete twenty-one hours of history courses, including fifteen hours of upper-division courses. These include two courses that are already part of the Core for the College of Arts and Sciences.

- HIST 1110: Origins of the Modern World to 1500.
- HIST 1120: Origins of the Modern World since 1500.

You will also need:

- HIST 2800: The Historian's Craft

You will need only four additional courses, including a course in two of the three areas:

- U.S. history.

- European history.
- World history, including Asian, African, Middle Eastern, or Latin American.

At least one of these courses must be a 4000-level seminar. As part of your fifteen hours, you may also undertake an approved historical internship (History 4910) in place of one upper-division course.

See Bingo Sheet for Minor below

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### **What grades do I need for my courses to count towards a history minor?**

You must receive a C minus or higher for each course. Any course that is a D or lower will not count. You will either need to retake the course or take a new course.