



## **Regional Studies—East Asia Student Guide 2018-2019**

Regional Studies—East Asia (RSEA) has had a long history among East Asian Studies Master's programs in the United States. Today RSEA remains a competitive program that provides advanced preparation for specialization in the languages and societies of East Asia, both for future doctoral candidates and for those preparing for professional careers.

The diversity of the career paths of our alumni is in keeping with the variety of academic interests of RSEA students. About a third of our degree recipients have gone on to pursue higher degrees in academia, and many established scholars of East Asia Studies at leading universities around the world were first trained in RSEA. Many alumni work in government or international agencies, business or finance, journalism, museum curation, secondary education, and various nonprofit or private sectors in North America, East Asia, Europe, and other regions.

This Guide provides important academic guidelines, along with practical information, to help make students' experience of the program productive and enjoyable.

With warm welcome!

Xiaofei Tian, Chair  
Alexander Zahlten, Director of Graduate Studies

## Structure and Administration of the Program

The RSEA Program is overseen by a Chair, a Director of Graduate Studies, and the Standing Committee that consists of faculty in East Asian Studies from different disciplines. Led by the chair, the **Committee** reviews all applications to the program and makes admission decisions; establishes and upholds academic standards for degree candidates; meets through the academic year to discuss and, when necessary, vote on program policies, student-related issues, and any matters of academic concern.

The **Chair** ensures that the program's academic mission is carried out successfully and rigorously and the financial structure of the program is sound. The **Director of Graduate Studies** oversees the students in the program, monitors students' academic progress, and addresses students' concerns and issues as they arise.

The Chair and Director of Graduate Studies have their office at CGIS-S132, in addition to their regular offices located at their home department(s). The Chair and DGS each hold weekly office hours for RSEA students and are also available by appointment. Their office hours are posted on the RSEA website at the beginning of each semester. Please check the RSEA website for updates.

The **Program Administrator** assists the Chair and DGS in their work and is responsible for the day-to-day functioning of the program, answers students' routine questions about administrative matters and life in the University, and serves as a liaison to Harvard offices that deal with admission, financial aid, registration, housing, and other important elements of student life. The RSEA program office is located at 1730 Cambridge Street, Suite 105 (aka CGIS-S105), and is generally open from 9:15 a.m. to 5:00 p.m., Monday through Friday, throughout the year (except for holidays).

RSEA is part of the Graduate School of Arts and Sciences (GSAS) and is governed by its policies and procedures. These rules are found in the GSAS Handbook, which is available at <https://gsas.harvard.edu/academics/policies-and-handbook>. It is the responsibility of each student to conform to GSAS requirements and be aware of the information contained in the GSAS Handbook.

For research field, courses, and other study-related questions, a student consults **faculty academic advisor**. Students should meet with their faculty advisor to discuss their course selection and ask them to sign off on their courses in my.harvard.edu at the beginning of each semester. When working on their MA thesis, students will work with a thesis advisor, who may or may not be the same as their faculty advisor.

Students are asked to meet separately with the Director of Graduate Studies and the Program Administrator at least once a semester to review their progress toward fulfilling RSEA requirements. If any question or problem arises, students are urged to take them up promptly with their faculty advisor, the Director of Graduate Studies or the Program Administrator based on the particular nature of question or problem.

## **Academic Life**

All RSEA faculty academic advisors are Harvard faculty with a specialty in East Asia whose academic interests are matched as closely as possible to those expressed in the student's application. All students should arrange to meet with their faculty advisors in the first week of classes to discuss the academic aspects of their study plan, their course selection, and to have their courses approved in my.harvard.edu.

The faculty academic advisor may or may not also be the student's thesis advisor, depending on the choice of thesis topic. The thesis advisor is generally a faculty member whose academic field or area of interest coincides with that of the student's thesis topic. Thesis advisors are chosen by mutual agreement between student and faculty members.

The final version of the thesis submitted to the RSEA Program must be accompanied by a Thesis Advisor Grade Report form, signed by the thesis advisor; otherwise the thesis will not be accepted by the RSEA office.

## **Degree Requirements**

To receive the A.M. in Regional Studies—East Asia, a student must satisfy the requirements established by GSAS for all master's degree candidates as well as those additionally determined by the RSEA Committee.

- **Residence:** RSEA is normally a two-year program. Students should register and pay tuition for at least one year as a full-time student (minimum GSAS requirement).
- **Courses:** Ordinarily, satisfactorily complete 16 courses (4 credits each) of instruction, of which at least eight courses must satisfy the RSEA course requirements, as defined by the Committee.
- **Language:** Achieve proficiency in an East Asian language at least to the level of a completed third-year Harvard language course or the equivalent.
- **Thesis:** Submit an approved thesis that meets the RSEA Committee's standards for a master's thesis.

### ***Residence:***

The RSEA program ordinarily entails two full academic years in residence. The minimum GSAS requirement for A.M. candidates is one year of full-time residence at the full tuition rate. During the year of full-time residence, students must follow an RSEA-approved plan of study, consisting of at least eight courses that satisfy the basic RSEA course requirements (as defined below); pay the required tuition costs; and make satisfactory academic progress by maintaining at least a minimum grade "B" average, in each of the two years of study.

After the first year of residence, some RSEA students may choose — with the prior approval of their faculty academic advisor and the RSEA Committee — to spend time away from campus as a Traveling Scholar to do primary research for their thesis or to study language (see the GSAS website for more details and the required form).

Please note that Massachusetts Law requires medical insurance coverage for all Massachusetts residents, including students, and Traveling Scholars are charged for health insurance each semester unless they submit a waiver request.

### ***Courses:***

The RSEA program is designed to be flexible and allow students the opportunity to pursue their own particular East Asia-related interests, whether broad-ranging or relatively focused, within the guidelines of the RSEA degree requirements. In the normal two-year program of study, students will take a total of 16 courses, and some students may choose to take some of their courses in subjects related to their academic interests but outside the East Asian studies field — perhaps to pursue the theoretical background of a discipline, provide a comparative framework for study, or develop necessary methodological skills. All students, however, must graduate with at least eight RSEA-approved courses. These courses must meet the following conditions:

- **At least six courses used to count toward RSEA course requirements must be East Asian content courses.** East Asian content courses are defined as courses where a minimum of 51% of the course material is focused on East Asia. Courses that focus solely or primarily on East Asia automatically qualify for RSEA East Asian course credit. Other courses that may count for RSEA East Asian course credit are those that deal with East Asia as part of a broader context as well as courses that provide the theoretical underpinnings of a particular discipline, such as anthropology, comparative literature, or history. For such courses to count for East Asian course credit, the student's final paper or project should primarily deal with East Asia. If the East Asian focus of a course is not clearly stated in the course title, students must submit a petition (a template is available at [rsea.fas.harvard.edu/resources](http://rsea.fas.harvard.edu/resources)) to the RSEA Program Administrator at the end of the semester that the course is taken, for approval by the RSEA Committee.
- **A minimum of six Harvard FAS courses.** RSEA students are also free, within GSAS guidelines, to take up to two courses per semester (no more than half their enrollment) through cross-registration at other schools, but in the course of their study they must ensure that at least six of their required courses are FAS courses.
- **No more than two East Asian language courses may be used to fulfill RSEA course requirements.** Such courses must be at least at the fourth-year level in the case of a primary East Asian language, or in the case of a second language, at least at the second-year level. Note: First-year Classical Chinese (Literary Chinese), 106a and 106b, cannot be used, but the second year Classical Chinese (107a and 107b) may be counted.

- **All first-year RSEA students are required to take “RSEA 200: Topics in Regional Studies East Asia: Proseminar.”** This course is graded Sat/Unsat.
- **Beyond RSEA200, only one other course with SAT/UNSAT grading option and graded SAT** may be used to fulfill RSEA course requirements.
- **“RSEA 300: Thesis Research and Writing”** may be used to fulfill RSEA course requirements only if the RSEA 300: Thesis Advisor Grade Report has been filled out with SAT grade and is approved by the RSEA Program. No more than one RSEA 300 course may be used to fulfill RSEA course requirements.
- All courses must receive a minimum grade of B or better.

Students should closely consult their faculty advisors and the Director of Graduate Studies regarding their proposed course of study. Any exception to the above rules must be first approved in advance by a student’s faculty advisor, and a written petition, written by the student and signed by the student’s faculty advisor, should be submitted to the Director of Graduate Students for approval by the RSEA Committee.

***Language:***

In order to satisfy the RSEA language requirement, students must either satisfactorily complete an East Asian language course at Harvard at the third-year level or above or demonstrate equivalent proficiency through language placement tests administered by the Department of East Asian Languages and Civilizations ([EALC](#)).

All students entering the RSEA program with some East Asian language background who have not previously taken language courses at Harvard are required to take a placement test, which is designed to assist the teachers of the language programs in placing students in the most appropriate course or, in the case of students who qualify to take courses at the fourth year level or above, to enable students to demonstrate that they have fulfilled the RSEA language requirement.

Native speakers of an East Asian language who have received an academic degree (from high school or above) in their native language are exempt from the requirement to demonstrate proficiency, except in cases where the language of academic focus is not the student's native language (e.g., a native speaker of Japanese whose academic field is in Chinese studies should take the Chinese language placement test).

For further information about language study, see [More Information on Language Study \(Appendix 1\)](#).

***Thesis:***

All RSEA degree candidates must complete a thesis under the guidance of and in close consultation with the student’s faculty academic advisor and/or thesis advisor. The minimum thesis standards for the RSEA A.M. degree are:

- The thesis should demonstrate original research and fresh interpretation of a subject.
- The thesis should employ a significant degree of original sources in one or more East Asian languages.
- The thesis should demonstrate the candidate's familiarity with previous scholarship related to the subject matter.
- The thesis should follow the appropriate scholarly format and include proper scholarly apparatus, including footnotes and bibliography (see [The Form of the PhD Dissertation on the GSAS website](#)).
- The typical thesis is approximately 60 to 80 pages in length (with Times New Roman font size 12, double spacing, and standard margins as required by GSAS) or of a length deemed appropriate by the student's thesis advisor.

For further information about thesis writing, see [More Information on Thesis Writing \(Appendix 2\)](#).

### **Satisfactory Progress towards a Degree**

As required by GSAS, the RSEA committee reviews the progress of all students each semester. Students whose academic progress is deemed unsatisfactory for more than one semester may be asked to withdraw from the program. In order to be eligible for financial aid, students must be in satisfactory standing.

### **Incomplete Policy**

An RSEA student is not allowed to carry more than one Incomplete (INC) grade at any given time.

Students with more than one Incomplete at any point during graduate studies will be placed into unsatisfactory status, which may compromise their funding. If a student has one Incomplete from G1, it must be completed by the end of the summer before the fall term of the G2 year begins; otherwise the student's Faculty Advisor will be informed and the student will not be allowed to register for the fall term. Should the student turn in the work for the course but the Course Instructor has not yet sent in the grade change, an email note from the Instructor to the RSEA Program Administrator and the DGS is required in order for the program to inform the student's Faculty Advisor and to ask the Faculty Advisor to lift the 'hold' for the student to register.

## Course Selection

RSEA students are expected to enroll in “RSEA 200. Topics in Regional Studies East Asia: Proseminar” in their first year in the program.

RSEA students may choose their courses from among the many varied offerings of the Faculty of Arts and Sciences and the other schools at Harvard, MIT, and the Fletcher School of Diplomacy at Tufts University. Many FAS departments offer courses in East Asian studies, as does the undergraduate General Education program (GenEd).

Graduate students may take undergraduate General Education (GenEd) courses only if they have special section meetings devoted to graduate students and/or separate requirements, including more substantial paper(s) and separately graded examinations. Students must discuss their intentions with their RSEA faculty academic advisor and ensure that the course instructor is aware they are taking the course for graduate credit. While there is no formal limit on the number of undergraduate courses that may be taken, students are discouraged from taking more than one or at most two undergraduate courses per semester.

Normally, no more than four courses should be taken during any semester.

### **RSEA 390 (formerly TIME course)**

TIME Courses are placeholder courses designed to ensure graduate students are registered properly. Such courses are primarily designed for doctoral students who, after completing course work, work as Teaching Fellows and/or are engaged in dissertation writing. Following the new GSAS guideline of summer 2018, the RSEA program replaces TIME with a numbered course, RSEA 390. This is a placeholder course that allows G2 students to have more time for writing thesis and applying for graduate schools and/or jobs. RSEA G1 students are not allowed to take RSEA 390. Should a G2 student wish to take this course, the student must obtain a written note from Faculty Advisor that states the reason for it and expressly gives approval. The note can be sent electronically to the Director of Graduate Studies, who signs off on the taking of RSEA390.

### **Independent Study Courses**

There are two other RSEA 300-level courses: **RSEA 300: Thesis Research and Writing**; and **RSEA 320 (formerly RSEA 399): Reading and Research**. To enroll in RSEA 300, a student should fill out RSEA 300 Petition (available on [RSEA website Resources](#) page) form and return the completed form to the RSEA Program’s Office or to [rsea@fas.harvard.edu](mailto:rsea@fas.harvard.edu) before the Course Registration deadline. Students who plan to use RSEA 300 to count toward the RSEA Program’s eight-course requirement must fill out the RSEA 300 Thesis Advisor Grade Report (available on the [RSEA website Resources](#) page). Students planning to enroll in RSEA 320 or a department’s Independent Study Course should have a well-defined course of study that has been approved by an appropriate faculty member. In order to use RSEA300 or RSEA320 to count toward RSEA’s 8-course requirement, a student should fill out a Petition Form and attach a reading list; the Petition Form will need to be approved by the Faculty Advisor under whose guidance the student conducts the Independent Study course, and by RSEA’s Director of Graduate Studies.

Students' course selection is not limited solely to courses on East Asia, and they are encouraged, where appropriate, to take courses outside the East Asian field that are relevant to their intellectual interest and contribute to their academic and professional purposes. For example, a student interested in Japanese emigration to South America might study Spanish or Portuguese, or a student working on Chinese poetry might take a seminar on European poetics in the Department of Comparative Literature. Although such courses may not count toward the six East Asian courses required by the program, they are a common part of the RSEA experience.

Non-native English speakers should be aware that the Bureau of Study Counsel (located at 5 Linden Street) offers ESL Peer Consulting that has been helpful to many of our students in the past. There is a per-hour charge for this service; however, students may apply to GSAS for a subsidy. Please visit the [BSC website](#) for additional information.

Students have a week of "shopping" period at the beginning of each semester. This is an opportunity to visit classes to help decide on the courses they propose to take. The online registration system [my.harvard.edu](http://my.harvard.edu) requires students to have an advising discussion with their faculty academic advisor prior to the advisor releasing the student's courses.

### **One-Year A.M. Degree:**

In rare cases, students with a substantial language and East Asian studies background may petition to complete the requirements for the degree in a single year or, more commonly, in three semesters.

Students intending to complete the A.M. degree in one year must have the permission of the RSEA Committee; this permission is requested via a signed petition, submitted at the beginning of the academic year. The petition can be found on the [RSEA website](#) and should be accompanied by a list of the eight courses the student plans to take during the academic year. The student must ensure that together the eight courses fulfill the RSEA course requirements.

## Practical Information

All RSEA students are given a mailbox in the mailroom (1730 Cambridge Street, Room 156), where they may receive professional mail and other Harvard materials. Students should collect their mail regularly.

Your Harvard email account will be used for official communications, so you should make every effort to monitor it daily. We encourage students to use their Harvard email account to correspond within Harvard, since non-Harvard emails are often filtered. Harvard's spam filters can be overzealous and we recommend you review your spam daily.

Harvard websites provide students with up-to-date information and news. [My.harvard.edu](http://my.harvard.edu) is the go-to website for most of your needs, but the RSEA website ([rsea.fas.harvard.edu](http://rsea.fas.harvard.edu)) is a primary resource for program-specific questions and needs, including important RSEA requirements, deadlines, and forms. In addition to providing an overview of the Graduate School of Arts and Sciences, the GSAS website ([gsas.harvard.edu](http://gsas.harvard.edu)) is a valuable source of information on all aspects of student life. It includes links to the GSAS Office of Student Affairs, the Graduate Student Center in Dudley House, listings of all student organizations including the Graduate Student Council, and the monthly GSAS Bulletin.

Students should also familiarize themselves with the FAS Registrar's website ([registrar.fas.harvard.edu](http://registrar.fas.harvard.edu)). The Registrar's Graduate Records Office is responsible for processing petitions to add or drop a course, cross-register for a course in another school, apply to receive their degree, etc.

[HMDC \(Harvard-MIT Data Center\)](http://hmhc.harvard.edu), located on the lower level of CGIS-North/Knafel building, offers computer facilities, quantitative research computing tools and classes, and an onsite help desk. Students with a valid Harvard ID may register to use the computer lab during its extended business hours. Printing at a reasonable cost is also available.

Your Harvard ID card may also be used to make copies or to purchase items, including food from Harvard dining services. You can add money to your Crimson Cash account through the Crimson Cash website ([cash.harvard.edu](http://cash.harvard.edu)).

The RSEA Program has an assigned Financial Aid Officer at GSAS, Ms. Lisa Simpson, ([msimpson@fas.harvard.edu](mailto:msimpson@fas.harvard.edu)), who assists students on a one-to-one basis with all financial issues, including advice on various loan programs, fellowship applications, and work-study.

## **RSEA Program and Activities**

The wide variety of students' interests, nationalities, and experiences provides a considerable source of enrichment for the program. At RSEA we do our best to create a sense of community for our students, both through the RSEA office and by organizing academic and social events that bring students together.

An orientation meeting and informal lunch before classes begin introduces incoming students to the program and to each other, as well as to RSEA Committee members and other RSEA students. The RSEA office also organizes an introduction to East Asian library resources, thesis-writing workshops, job-search and career advice workshops, and student social activities.

We have more than 1,400 alumni in all walks of life. Many of our alumni have made distinguished achievements in their areas of expertise, whether academic or professional. Throughout the year the program organizes several alumni activities such as the Distinguished Alumni Panel in the fall, informal alumni lunches, and lectures and talks presented by alumni. We encourage our students to attend as many alumni activities as possible, as these are wonderful opportunities for current students to connect with alumni and learn from their experiences within and beyond RSEA.

## **RSEA Commencement**

Successful completion of the requirements allows the RSEA Committee to recommend a student for the degree of Master of Arts. All students who receive degrees in November, March, or May of any academic year may participate in the May Commencement exercises. In late March, the GSAS Dean's Office posts information on the GSAS website about the Commencement schedule, tickets, and academic regalia to all recipients of November or March degrees and all applicants for May degrees. Please carefully read all the information.

The RSEA Commencement Exhibit provides a venue for graduating RSEA students to share a photo, piece of art, an article, or some other piece of work that represents their experience in RSEA. We encourage all graduating students to participate!

It is a longstanding RSEA tradition that graduating students, their families, and guests are invited to gather the day before Commencement for an RSEA reception, at which A.M. recipients are congratulated, and the Joseph Fletcher Memorial Award winners are announced. Current students, faculty members, and alumni are most cordially invited.

On the day of Commencement, RSEA students, faculty members, and guests also gather at the GSAS Commencement Luncheon for celebration.

## **Alumni Community**

After graduation, we hope you will stay in touch with RSEA, your fellow students from the same cohort, and other RSEA alumni. We have an RSEA LinkedIn page; we are also in the process of developing an alumni news page on the program website. We hope to hear from you and stay connected long after you graduate from the program!

## **Academic Resources**

GSAS has numerous academic resources available to students on their website ([gsas.harvard.edu/student-life/resources](https://gsas.harvard.edu/student-life/resources)) for students, such as the newly opened Center for Writing and Communicating Ideas. **Jacqueline Yun**, Director of GSAS Student Services plays a key-role in guiding students with academic or personal concerns and she can be reached at [jyun@fas.harvard.edu](mailto:jyun@fas.harvard.edu).

The **Bureau of Study Counsel** (BSC), located at 5 Linden Street, covers both academic concerns and personal growth. From the Harvard Reading Course, ESL Peer Counseling, and Workshops to confidential consultation, the BSC helps graduate and undergraduate students gain perspective on their academic life. The BSC website ([bsc.harvard.edu](https://bsc.harvard.edu)) is full of valuable information.

The **GSAS Fellowships Office** website ([gsas.harvard.edu/financial-support/fellowships](https://gsas.harvard.edu/financial-support/fellowships)) is extensive, including a special section on fellowships for first- and second-year graduate students. An RSEA student interested in applying for a grant administered through the Graduate School should make an appointment to meet with the GSAS Director of Fellowships, Dr. Cynthia Verba, for guidance.

## **East Asia-related Resources**

Harvard offers unsurpassed resources in terms of faculty members, researchers, visiting scholars, guest lecturers, other visitors, and students who participate each year in a variety of both formal and informal activities — lectures, luncheon series, colloquia organized by various departments and committees, conferences, symposia, concerts and other performances, film screenings, and so on.

**The Department of East Asian Languages and Civilizations** is where you can find many of RSEA alumni working toward their doctoral degree and where many Visiting Scholars give talks and presentations. **China Humanities Seminar series**, which is a series of talks primarily focused on premodern Chinese humanities, is usually hosted by an EALC faculty member. A mentoring program overseen by the RSEA Director of Graduate Studies connects the HEAS conference organizers with EALC PhD students who were RSEA alumni and former HEAS conference organizers, and who helped the current students with their experience in organizing a large, complex conference. **The Committee on Inner Asian and Altaic Studies** organizes a series of monthly luncheon speakers during the academic year as well as other events. It maintains a mailing list of Inner Asian scholars and students in the local area; interested RSEA students may add their names to the mailing list and be notified of all Inner Asian events.

**The Asia Bulletin** is a calendar of upcoming Asia-related events, published weekly during the academic year by the [Asia Center](#) and distributed free by email.

The RSEA office receives notices and information about many events, which are forwarded to students by email and/or posted on our bulletin boards along with notices about fellowships, job opportunities, and other items of interest.

**Harvard East Asia Society (HEAS)** is a GSAS student organization of which all RSEA students are automatically members. The HEAS arranges a variety of academic and social events during the academic year; most notable is the annual [HEAS Conference](#), which provides an interdisciplinary forum for graduate students to exchange ideas and discuss current research on topics related to East Asia. The conference is entirely organized by RSEA students.

### Area Centers

- Founded in 1997, the [Harvard Asia Center](#) is designed to bring together faculty members and students from all of Harvard's schools and programs. It is the focal point of interaction between the Harvard community and Asian intellectual, political, and business circles. It is an intellectual meeting ground for faculty members, students, and scholars from around the world who study China, Japan, Korea, Vietnam, and other Asian nations.
- **The John K. Fairbank Center for Chinese Studies** ([fairbank.fas.harvard.edu](http://fairbank.fas.harvard.edu)) grew out of two research programs launched in 1955, which in 1957 were consolidated into the East Asian Research Center (originally called the Center for East Asian Studies). The Center was renamed in 1977 to honor the retirement of its founder, John K. Fairbank. Its primary objective is to facilitate research and publications on China, with particular emphasis on contemporary issues; its premise is that China today can best be understood in light of its historical background and its geographical and cultural contexts. The center assists postdoctoral researchers who are preparing manuscripts for publication; the center also invites senior researchers from American and foreign institutions to work on selected projects.
- **The Korea Institute** ([korea.fas.harvard.edu](http://korea.fas.harvard.edu)) was established in 1975 under the aegis of the Fairbank Center for East Asian Research and became an autonomous unit in 1993. The Korea Colloquium brings national and international scholars to Harvard to discuss their current work on Korea; the Korea Current Affairs Forum brings nonacademic speakers to give presentations on current topics of interest concerning Korea. The Korea Institute also hosts special cultural events throughout the year to foster a greater understanding of Korea within the Harvard community and the general public, and it provides grants and scholarships to Harvard students, on the basis of scholastic merit, to support and encourage the study of Korea.

- **The Edwin O. Reischauer Institute of Japanese Studies** ([rijs.fas.harvard.edu](http://rijs.fas.harvard.edu)), originally known as the Japan Institute, was established in 1973. An initial grant from the Japanese government through the Japan Foundation, together with subsequent Japanese corporate gifts, have assisted in the development and support of Japanese studies at Harvard University. The institute was renamed in 1985 in honor of its founder. It supports new teaching positions in Japanese studies; research, publications, library, and administrative costs related to institute programs; undergraduate, graduate, and postdoctoral fellowships and grants; and other activities designed to stimulate the study of Japan.
- **The Harvard-Yenching Institute** ([harvard-yenching.org](http://harvard-yenching.org)) is an independent, nonprofit corporation primarily concerned with education in Asia. Located at 2 Divinity Avenue, it sponsors publications, fellowships, and a program of visiting scholars from East Asia, making it a major contributor of resources and activities in East Asian studies at Harvard. The institute is a foundation and not a teaching organization. It publishes the *Harvard Journal of Asiatic Studies* and supports the publication of various books through the Harvard University Press.

### **Libraries and Museums**

- **The Harvard-Yenching Library**

The Harvard-Yenching Library, at 2 Divinity Avenue, is the third largest library within Harvard and holds one of the most distinguished collections in East Asian languages outside Asia itself. In addition to materials in Chinese, Japanese, and Korean, it contains significant holdings in Manchu, Mongolian, Tibetan, Vietnamese, and Western languages. The library is both a subject collection on East Asia and a general collection of works in East Asian languages.

The library's collection exceeds 1.3 million volumes. It also receives 8,700 current periodicals and journals. Recent years have seen a rapid growth in the library's microfilm and microfiche collection to its present size of 115,000 items.

- **Fung Library**

Located in CGIS-North, Fung Library collects resources and materials from many geographical regions including the Davis Center Russian and Eurasian collection, the Fairbank Center Library, and the Documentation Center on Contemporary Japan.

The Fairbank Library, curated by Nancy Hearst, has holdings focusing on hard to find Chinese materials and unpublished documents mainly on contemporary China. With approximately 30,000 volumes and 150 periodicals, it complements the Harvard-Yenching Library's resources.

The Documentation Center on Contemporary Japan focuses mainly on contemporary journals and digital materials.

Elsewhere within the University, the Harvard Law School Library possesses an excellent collection of legal materials on East Asia, especially on Japanese law and government, and the Harvard College Library maintains a comprehensive collection of Western works on Asia.

- **Museums:**

The Harvard University Art Museums contain distinguished examples of the archaeology and fine arts of China, Japan, and Korea. The collections of ancient Chinese bronzes and jades, Buddhist sculptures, and Japanese wood block prints are among the finest in the world. The museum also houses an extensive library, a large slide collection, and a substantial photographic archive. Harvard's Peabody Museum of Archaeology and Ethnology has long been a leading center for research in the anthropology as well as the archaeology of East Asia. Entrance into the Harvard Museums is free to Harvard ID holders.

Outside the University, the Boston Museum of Fine Arts possesses collections of Chinese, Japanese, and Indian art that are among the finest in the world. The Essex Institute and the Peabody Museum of Salem provide excellent resources in Chinese numismatics and Japanese ethnology.

RSEA students taking courses in the History of Art and Architecture Department have opportunities to examine many of the collections at close hand, and some RSEA students have also been able to arrange independent study courses at the Museum of Fine Arts.

## **Harvard Employment Opportunities**

### **Resident and Non-Resident Advising:**

On occasion there are openings for advisors, resident or non-resident, in the various undergraduate Houses; the competition for these positions is usually intense, but RSEA students interested in pursuing such possibilities are encouraged to approach the Houses directly. RSEA students have occasionally had positions as resident advisors in the freshman dorms in Harvard Yard or, more commonly, in the graduate dorms. GSAS annually sends out information about these positions.

### **Research Assistantships:**

East Asia faculty sometimes offer students employment as Research Assistants (RAs) for projects which may or may not require specialized East Asian knowledge and vary in duration and weekly hours.

### **Student Employment Office:**

The Student Employment Office (SEO) has listings of a wide variety of both on- and off-campus jobs, and students can also register their qualifications and availability on the SEO's website, at [www.seo.harvard.edu](http://www.seo.harvard.edu). The office maintains listings for both term-time and summer employment.

### **Teaching Fellowships:**

RSEA students are not eligible for teaching appointments.

### **Work-Study:**

US citizens may be eligible for work-study which is a federally funded employment program administered by the University. Students who do not qualify for financial aid may still be eligible for work-study; eligibility is determined in consultation with the RSEA-assigned Financial Aid Officer. Many campus jobs give priority to work-study eligible applicants and positions are often listed at the SEO.

### **Other Employers:**

Many students have found part-time employment at the Harvard-Yenching Library, the Fairbank Center, the Asia Center, and other center offices, both on a regular basis and for special events. Students should approach these offices directly. Off-campus employment for international students should be cleared through the Harvard International Office ([hio.harvard.edu](http://hio.harvard.edu)).

### **Post-Graduation Employment:**

The University's Office of Career Services (OCS), at 54 Dunster Street, helps students find employment in their fields of expertise and has a graduate division that deals with both government and private-sector employment. OCS has an extensive library of reference works, assists with resumes and interviewing techniques, and organizes a wide variety of workshops, programs, and talks during the course of the year. Students can also make appointments for individual job counseling.

## Appendix 1

### More Information on Language Study:

Ordinarily the language placement tests include writing, aural comprehension, and oral elements, and may vary according to the level of placement being sought. However, specific details about the tests are not made available, nor are the tests published. These tests are intended primarily to facilitate the placement process.

Students without prior background in a given East Asian language would ordinarily have to devote a total of six courses to mastering the East Asian language to the program-required third-year level. However, in order to satisfy the language requirement and complete the AM degree within the standard two years, students often undertake an intensive second-year summer program between their first and second years, at the Harvard Summer School or another approved program.

The RSEA program itself unfortunately has no funding for summer study. We encourage students to apply for funding from area centers (i.e., the Asia Center, Fairbank Center for Chinese Studies, Korea Institute, and Reischauer Institute for Japanese Studies) and/or from outside sources. Students should specify in their funding applications that the language study is required to fulfill the RSEA degree requirement. Students engaging in language study away from Harvard should plan to take a placement test upon their return.

HYI-RSEA Fellowship recipients should first inquire about summer study funding at the Harvard-Yenching Institute.

## Appendix 2

### More Information on Thesis Writing

The A.M. thesis often begins as a seminar paper. Since generally speaking a thesis is substantially longer than most seminar papers, seminar papers usually need to be significantly developed if they are to meet the RSEA Committee's requirements for a thesis. Students are encouraged to think about their thesis topic as early as possible and to discuss their choice of topic with their RSEA faculty academic advisor and their thesis advisor when the thesis advisor is not the faculty academic advisor. Students should certainly have a clear idea about their thesis topics at the beginning of their second year or, in the rare case of completing the degree in one year, at the end of their first semester.

All students are required to attend the RSEA thesis workshops in the fall and spring semesters and are expected to observe the Committee's specified deadline for completion of the thesis. Note that this deadline is different than the FAS dissertation submission date. Students are required to submit to the Program Office one hard copy and one PDF of the completed thesis accompanied by the Thesis Advisor Grade Report form signed by the student's Thesis Advisor. A thesis submitted without the Thesis Advisor's approval and Grade Report will not be accepted. *Late submission of a thesis will result in a delay in graduation*

All A.M. theses are evaluated by at least two faculty readers. Typically the first reader is the thesis advisor. The Committee designates the second reader, normally another faculty member with academic interests close to those of the thesis topic; students are welcome to make suggestions to the Committee on the designation of their second reader. Eligibility for the degree depends on the final acceptance of the thesis by the two faculty readers.

A formal grade for the A.M. thesis is not awarded; the thesis is simply deemed "acceptable" or "unacceptable" for degree purposes. However, the RSEA Committee maintains its own internal grading system. Outstanding theses may be nominated by their readers for the Joseph Fletcher Memorial Award, an annual prize given by the Committee for the best A.M. thesis or theses.

The RSEA A.M. thesis is a part of the academic record and as such is deposited in the Harvard Archive.