

Master of Arts, Radio-Television-Film  
Department of Radio Television Film  
The University of Texas at Austin

Dual degree tracks:

- 624300 - Radio-Television-Film (M.A.) / Business Administration (M.B.A.)
- 624330 - Radio-Television-Film (M.A.) / Latin American Studies (M.A.)
- 624360 - Radio-Television-Film (M.A.) / Middle Eastern Studies (M.A.)
- 624390 - Radio-Television-Film (M.A.) / Public Affairs (M.A.)
- 624420 - Radio-Television-Film (M.A.) / Russian, East European, and Eurasian Studies (M.A.)

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2023-2024

**MA GRADUATE STUDENT HANDBOOK**  
**Department of Radio-Television-Film**  
**The University of Texas at Austin**  
**2023-2024**

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## I. GENERAL INFORMATION

### PROGRAM OVERVIEW

The MA program in Radio-Television-Film provides a strong graduate education in media studies with specializations in several areas: digital media; global and international media; history and criticism; identity and representation; and media industries.

Scholarship and coursework in RTF's MA program examine the central role of media in culture, society, the arts, and politics, within historical as well as diverse local, regional, national, and global contexts. Both in the classroom as well as in their research, our world-class faculty and graduate students examine how film and media engage cultural practices, political participation, social interactions, and economic structures. We teach and research a wide range of legacy and emerging media forms, including but not limited to film, television, digital media, radio, mobile technologies, and interactive games. We explore these disparate areas as sites for the articulation and struggle over identity, with attention to issues of gender, sexuality, race, ethnicity, class, religion, and generation. We value multiple theoretical and methodological approaches through the interdisciplinary study of industry, policy, production, texts, and audiences. Our program espouses more inclusive media practices and trenchant social inquiry while aiming to foster informed citizen engagement with media and culture broadly defined.

Students can do joint MAs with other UT graduate programs, such as those in business, public affairs, Latin American studies, and other area studies departments; certificates are also available in a range of [portfolio programs](#), including Arts and Cultural Management and Entrepreneurship, Museum Studies, and Women's and Gender Studies.

Students have a chance to build research and writing skills by working with faculty on a variety of projects and initiatives, including the [Velvet Light Trap](#) peer-reviewed film and media studies journal, the online [Flow](#) journal, and occasional conferences such as the Flow Conference. Many of our graduates go on to earn PhDs here or elsewhere, while others go to work in higher education administration, at non-profit organizations, or in the media industries.

### USING THIS HANDBOOK

This handbook is designed as a reference tool to help you understand the steps involved in obtaining your graduate degree as well as how to navigate University and RTF Department policies and procedures. It provides information about administrative procedures in the RTF Department and the Graduate School (e.g., regarding degree requirements), and about resources available to you as a UT graduate student. In combining and streamlining information from a variety of UT sources and documents, we have hopefully created a handbook that is easily navigated and useful. That said, it is not exhaustive, and, in many cases, you will be referred to sections of [the RTF website](#) and the [Graduate Student wiki](#) that expand on this information.

## STAYING INFORMED

This handbook is supplemented by announcements of upcoming deadlines forwarded to graduate student list-servs by the RTF Graduate Coordinator. The University of Texas is a large institution, and the only way it can get its business done is by imposing certain deadlines. Failing to observe them can mean paying additional fees or delaying your progress through the graduate program.

To ensure your successful and timely completion of the MA program:

1. Get a UT email address (official UT email can only be sent to UT email addresses) and check your email often.
2. If your postal address, email address, or telephone number change, update them immediately through UT Direct.
3. Check your mail folder, located in CMA 6.156, regularly. If you are temporarily living outside of Austin, let the RTF Graduate Coordinator know of your mailing address.
4. Stay in contact and work closely with the RTF Graduate Office. If you have questions, do not hesitate to bring them to the Graduate Coordinator.
5. Figure out by your second semester which faculty members you hope to work with on your MA thesis or report. Begin to get the advice of these faculty members regarding helpful courses to take, your thesis or report topic, etc.

## THE RTF GRADUATE OFFICE

The RTF Graduate Office is composed of the Graduate Coordinator and two Graduate Advisors.

**The Graduate Coordinator is an administrative position.** The Graduate Coordinator, Teresa Warner, assists with questions concerning admissions, registration, degree progress and requirement checks, grade changes, fellowship and scholarship applications, travel grants, and committee changes. The Graduate Coordinator's office should be your first stop if you have any questions. The Graduate Advisor also is here as a resource for you.

The Graduate Advisors are faculty members who direct the Graduate Program within the department. Within the RTF Department, Madhavi Mallapragada currently holds this position for Media Studies, and Richard Lewis holds this position for Film and Media Production and Screenwriting. These Advisors handle all formal documents and petitions for graduate students and are available to advise students on their planned programs of study. Every semester, prior to registration, each student meets with their Graduate

Advisor to review her/his/their program of work and plan their coursework for the following semester.

### **Accommodations for Students with Disabilities**

Accommodations for students with disabilities are provided through the [Disabilities and Access department](#). If a student wishes to set up academic accommodations they will have to [register with D&A](#). After being approved for accommodations, students will need to request Accommodation Letters each semester to notify instructors of their accommodations and to discuss how the accommodations will be provided. Accommodations are always provided on an individualized basis depending on a student's unique experience.

### **Flexibility with Deadlines**

The instructor and the student will need to discuss the specific flexibility that can be provided for deadlines throughout the semester. This accommodation may not apply to all assignments so students should discuss specific expectations with the instructor.

### **Extended Time**

Students with disabilities may require additional time for taking tests and completing work in class. Unless efficiency or speed is the essential skill that is being assessed, students may be allowed additional time for all exams, in-class quizzes, in-class writing assignments, and labs.

The University also provides [Housing and Dining accommodations](#). More information can be found on the [D&A website](#).

### **Student Grievances**

Graduate students have the right to seek redress of any grievance related to academic and non-academic issues that are relevant to the student's progress towards a graduate degree. Every effort should be made to resolve grievances informally between the student and the faculty member most directly involved or, such efforts failing, by the graduate adviser, the chair of the graduate studies committee of the student's degree program, and/or the chair of the department (or the director of the academic program if there is no department). When serious issues cannot be resolved informally, the graduate student will have recourse to the formal grievance procedure.

Grade disputes are handled according to departmental review policies by the department offering the course in question. The order of review for grade disputes is the course instructor, graduate adviser, department chair (or the director of the academic program if there is no department), and dean of the college or school offering the course. The decision of the college or school dean is final.

Non-academic grievances submitted to the Graduate School will be referred by the Dean of the Graduate School to the appropriate University administrative office, normally the Office of the Dean of Students, the Office of Human Resources, or the college/school dean in which the incident being grieved occurred. More information can be found [here](#).

## II. REGISTRATION

### COURSE LOAD

A 9-hour course load (3 classes) is standard for most RTF MA students in the fall and spring semesters (UT's "long session"). This is the required number of hours to be considered a full-time student, for financial aid and international student visas, and to be eligible for fellowships, scholarships, and teaching or graduate research assistantships. **International students** are required to register for 9 hours in both the fall and spring semesters in order to maintain their immigration status.

The maximum course load for a graduate student is 15 semester hours (5 classes) in a fall or spring semester, or 12 hours in a 12-week summer session. A student who enrolls in a 9-week summer course may not register for more than 10 hours.

**A course load of more than 9 hours must have the approval of the Graduate Advisor and will be permitted only under exceptional circumstances.**

A student taking fewer than 9 hours is considered a part-time student. The RTF Graduate Office must approve part-time status.

### GRADUATE ADVISOR

To ensure that you are taking the courses necessary to fulfill the program's requirements (see pages 9-10) and to prepare you for your work, you're required to meet with your Graduate Advisor prior to the registration period.

In addition, because the RTF faculty is large and diverse, each student is urged to look for a faculty mentor in their first year (who they may later ask to serve as their thesis/report advisor) with whom they share some research interests. While optional, a faculty mentor may be able to provide advice better tailored to a student's particular interests.

### REGISTRATION

For detailed registration instructions, see the [Course Permission and Registration Guide for RTF Graduate Students](#).

The RTF graduate registration procedure involves three steps:

1) Prior to registration, you will be asked to schedule an **advising session** with the Graduate Advisor. Once you meet with the Advisor and are satisfied with your plans for the term, the Graduate Coordinator will clear your advising bar.

2) Next, for any course that is not an RTF media studies seminar, you are required to secure **enrollment consent** from the instructor of the course. Typically, this involves

asking the instructor in an email if they will allow you to take their course. If you obtain instructor consent for a non-media studies graduate course within RTF, the Graduate Coordinator will clear you to register for the course. If the course is outside the RTF Department, contact the Graduate Coordinator in the department offering the course of interest after you have obtained instructor consent. You must also receive instructor consent for any undergraduate course offered within Moody College, including within RTF. With proof of instructor consent, the Graduate Coordinator will submit a petition to the Moody undergraduate advising office to get you registered for the course.

3) After being advised by the Graduate Advisor and cleared for registration by the Graduate Coordinator, the student is cleared to **register** for courses. Registration can be blocked if the student owes the University money or has some other type of bar on their record.

Registration times are available here: <https://utdirect.utexas.edu/registrar/ris.WBX>. To register, add/drop classes, and make optional fee selections during your scheduled access times, go to: <https://utdirect.utexas.edu/registration/chooseSemester.WBX>.

***All registration changes after the 4th class day must be made through the RTF Graduate Office.***

If you are having any problems registering in accordance with the above procedure, speak to the Graduate Coordinator as soon as possible.

### III. PROGRAM REQUIREMENTS FOR THE MA

#### PROGRAM OF STUDY

For most students, the M.A. in Radio-Television-Film is a two-year scholarly degree program incorporating coursework and research and culminating in a thesis or report. As part of our degree expectations, students produce work that applies theory to original research. Some students use the M.A. primarily as a professional degree that equips them to work in media or other related fields of work at a more advanced level. Such students produce a Master's Report employing applied research or they generate a creative project.

Most MA students complete their degree in two years, during which time they finish the degree's 30-hour program of work (for those choosing the thesis option) or 33-hour program of work (for those choosing the report option). To make satisfactory progress in the program, students must maintain a grade point average (GPA) of 3.00 each semester. These hours are distributed as follows:

3 hours	RTF 395 Theory and Literature in Media Studies for Master's Students (1 required course)
12 or 18 hours	Electives in RTF Studies courses (12 credit hours/four courses for thesis option and 18 credit hours/6 courses for report option)
3 hours	RTF 380 Research Theory and Design (1 required course)
6 hours	Minor/supporting course work outside RTF; courses must be conceptually related (2 courses). With Graduate Advisor approval, one of these may be an RTF production or screenwriting course.
6 hours	Thesis writing courses (RTF 698A & 698B)

#### OR

3 hours	Report writing course (RTF 398R)
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Course descriptions for the most recent semester are [located here](#).



## SAMPLE PLAN OF STUDY

The following Sample Plan of Study should give you an indication of what satisfactory progress through the RTF MA program looks like for a typical student. The courses and requirements indicated above and in the right column of the chart below are explained in the following sections.

MA SAMPLE PLAN OF STUDY		
YEAR 1	FALL	RTF 395 – Theory and Literature in Media Studies (required) Elective 1 Elective 2
	SPRING	RTF 380 – Research Theory and Design (required) Supporting work/minor 1 Elective 3 **Select thesis/report supervisor
	SUMMER	**Work on thesis/report (recommended)
YEAR 2	FALL	Supporting work/minor 2 Elective 4 RTF 698A (thesis) or Elective 5 (for report) **Select second reader for thesis/report **Complete thesis/report proposal (must be approved by supervisor and second reader)
	SPRING	Elective 6 (for report) RTF 698B (thesis) or RTF 398R (report) **Complete thesis/report

## REQUIRED COURSES

All students must take RTF 395, Topic 3 (Theory and Literature in Media Studies for Master's Students) in their first fall semester. This is a 3-credit course. This course focuses on theory and literature foundational to humanities approaches to media studies. Students are required to take this course in their first semester to ensure that they all possess an understanding of the diversity of approaches in the study of media, and to provide them with the theoretical foundations to complete other coursework successfully and to write a thesis or report.

In spring of their first year, all MA students must take RTF 380 (Research Theory and Design). In this course, students will learn about diverse research methods/areas and prepare a draft of their thesis or report proposal.

## DEPARTMENT COLLOQUIA & PROFESSIONAL DEVELOPMENT WORKSHOPS

Thursday afternoons from 3:30-4:45 p.m. are reserved for the [RTF Media Studies Colloquium](#) and for professional development opportunities. The Colloquium features research presentations from faculty across UT, advanced doctoral students, and visiting scholars. This series is designed to expose students to the range of media studies scholarship and to provide models for research presentations. MA students should make their best effort to attend whenever possible.

One day during both fall and spring semester, the department offers a Professional Development Day. This day's events are designed to aid students in developing the skills necessary to succeed in graduate school, as professional academics, and in alternative academic (alt-ac) careers. Topics covered include writing theses and reports, applying for academic jobs, and preparing conference presentations. If there are other professionalization topics that you wish would be the subject of one of the workshops, please share your ideas with the RTF Graduate Student Organization (GSO). They can be contacted at [rtfgso@gmail.com](mailto:rtfgso@gmail.com).

## RESEARCH TOOLS COURSES

The RTF Department expects MA students to be capable media studies researchers and to take courses that help them attain the skills necessary to do the work in which they are interested. Every spring, the Department offers RTF 380, a required course that provides students with an overview of how to think about research and surveys various research methods. This course prepares students to develop the research proposal for an MA thesis or report. Depending on their research project and comfort with their research skills, students may wish to take additional tools courses beyond the one required.

Other tools or research courses also available in RTF as well as in other departments may include language courses, qualitative research courses, courses in specific methods of textual analysis, ethnographic methods, and archival research, among others. It is acceptable for the tools courses to represent a mixture of methods and analyses. **The emphasis in tools courses is on methods, or how to do the research or analysis, rather than on any specific theoretical or issue content.**

### **MINOR/SUPPORTING WORK**

MA students must complete 6 hours (2 courses) in a supporting (minor) work area; at least one of the courses must be taken outside the RTF Department. The goal is to acquire knowledge in another area that can support your primary research.

Although both minor courses need not be in one department, they should represent one conceptually integrated area. The Graduate Advisor's advice on designing this supporting work can be very helpful. You should also consult faculty members who have interests close to your own, as they are most likely to know about related, useful courses in other departments.

If conceptually related to a student's field of study, and with approval from the Graduate Advisor and the course instructor, one RTF screenwriting and/or production course may count toward their minor.

### **THESIS/REPORT PROCESS**

During the second semester of study, the student should ask an RTF faculty member if are able to serve as their thesis/report advisor. The second reader can be from outside the RTF Department, if desired.

The student should try to have the key essentials of a proposal for their thesis/report prepared by end of their first school year, especially if they wish to work on their project over the summer, which is recommended.

Early in the third semester, the student should select a second reader, who, with the advisor, comprises the student's thesis/report committee. The student should complete their proposal and have it approved by both the advisor and second reader no later than the end of their third semester. Students should consult with their thesis advisor regarding whether to arrange a meeting to discuss the project with both members during the proposal stage in the fall semester.

**In order to register for the spring semester of the second year, the student must present an approved proposal to the Graduate Office along with the appropriate form.** This form requires a signature from your thesis/report advisor, your second reader, and the Graduate Advisor.

A thesis proposal is typically at least 10 pages in length; the thesis advisor should be able to provide a few sample proposals on request. The proposal introduces your primary object(s) of study, the main questions or issues you are pursuing, a review of relevant literature, how you plan to do the research, and an outline of proposed chapters. Students wanting to complete an MA report that is not theoretical should consult with their report advisor and/or the Graduate Advisor for assistance in preparation of the report proposal.

If you are planning to interview people for your project, you need to have human subjects ([IRB](#)) approval from the Office of Sponsored Projects as well. If you are considering doing any ethnographic work for your thesis or report, even if you consider yourself a humanities student, we strongly recommend that you take a methods course in that area.

Once the candidate's proposal is approved, the thesis/report is written under the direction of the advisor. Thesis and report preparation are time-consuming processes. Candidates should allow ample time not only for their research, analysis, and writing, but also for review by their advisor and second reader and for the rewriting that will follow. During the writing phase, it is expected that candidates will write, revise, and rewrite **at least two drafts** before arriving at the final draft of their thesis/report.

Some thesis/report advisors may require as much as 3-4 weeks to review a full, semi-final thesis draft. You should have a complete first draft to your advisor at least 6 weeks before the thesis/report must be submitted to the Graduate School. This schedule will ensure that the advisor has time to give you feedback, you have time to revise your work, and the second reader has at least 2-3 weeks to read and comment on it. If you give your committee less time than this, they are **not** required or even encouraged to cut corners to help you graduate on time.

By the 11<sup>th</sup> week of classes in the spring semester (or a student's fourth semester in the program), a complete draft of the thesis or report, including the introduction, must be provided to the second reader. **Should a student be unable to meet this deadline, they should plan to enroll in the summer session to complete their thesis or report.** Be sure to consult with your advisor and second reader early on to see what their individual deadlines are, because this can vary between faculty members.

After the advisor and second reader have read and commented on at least one draft of the report/thesis, the candidate makes any final revisions required by the committee and formats the thesis/report according to the standards required by the Graduate School. The committee member who requested revisions (the supervisor or reader) must approve changes. Once final approval is secured, the student uploads a [digital copy of the thesis](#) to the Graduate School, followed by submitting [required paperwork](#). It is customary for committee members to receive copies of the final thesis/report.

Upon successful completion of courses and the thesis/report, the student is granted the MA degree.

The student must **apply to graduate** with the Graduate School during the term in which they expect to **file** their thesis/report. This requires submission of an online application.

Suggested timelines for both the thesis and report are available on the [RTF Graduate Student Wiki Page](#).

#### **IV. PROGRAM OPTIONS**

##### **RTF 388 – INDEPENDENT STUDIES & PROJECTS**

The RTF 388 course, "Research Problems in Special Fields," is our department's independent study course. A student wishing to do an independent study must negotiate the topic and format with the professor that they want to work with, and complete the [RTF 388 Course Permission Form](#). This form requires a summary of the project and the supervising professor's signature. This form must be emailed to the Graduate Coordinator and reviewed by the Graduate Advisor before a student is given permission to register for RTF 388.

Unless you specifically petition the grad office, the number of 388s a thesis student may take is *limited to one*. Most faculty members favor 388s only for one specific in-depth set of readings or project in the student's career.

##### **APPLYING UNDERGRADUATE COURSES TOWARD DEGREE**

A graduate student is allowed to apply 9 hours of undergraduate, upper-division coursework toward their graduate degree. No more than 6 of these hours may be taken in either the major or the minor. (For example, the hours may be applied as follows: 6 hours in the minor, 3 hours in RTF and 3 hours in the minor, 6 hours in RTF.) At UT, upper-division course numbers begin at the 320 level. **Introductory language courses**, such as Spanish 506 or French 506, are lower-division courses and **cannot be counted** toward a graduate degree.

##### **PRODUCTION/SCREENWRITING COURSES**

Students occasionally enroll in certain production and screenwriting courses for credit. One of these courses can count as a supporting work or as a minor course with approval of the Graduate Advisor. A limited number of seats are available, and instructors must provide permission. **Please note that first priority for seats in production and screenwriting courses go to students in the MFA Screenwriting, MFA in Film & Media Production, and the Michener Center for Writers programs.**

## INTERNSHIPS

Students can participate in an internship for academic credit by [enrolling in RTF 384N](#). To receive academic credit for an internship, you must complete between 160 and 180 work hours with the host organization. During the Fall and Spring semesters, this generally means at least 10-15 hours per week for 10-15 weeks. During the Summer, this generally means at least 15-25 hours per week for 6-10 weeks. The internship host organization or supervisor must be a professional company or individual with considerable experience and currently active within some aspect of the media industries. As an intern, you must be engaged in activities that provide meaningful professional experiences within one of these industry sectors. In order to register for RTF 384N, submit a [Request to Enroll Form](#) to the Graduate Coordinator.

Please be aware that both production courses and internships are **time intensive**. Be sure to plan your course load for the semester accordingly or consider these as summer activities.

## CREDIT / NO CREDIT

Students may take up to 6 hours of coursework on a [Credit/No Credit basis](#) rather than for a letter grade. Courses taken on a Credit/No Credit basis are not computed in the GPA. Obtaining a grade of C or above constitutes a "Credit" unless otherwise stated by the instructor in the course syllabus. All required courses must be taken for a letter grade.

Graduate students have approximately 2 months from the start of the semester to change a course to or from Credit/No Credit. (See the Registrar's Course Schedule for firm deadlines.)

## ADDS / DROPS

Adding or dropping a course must occur at the times and dates printed in the [Registrar's Course Schedule](#). To determine what procedure to follow, the student should consult the specific requirements of the department in which a course is being added or dropped. In the case of RTF courses, adds and drops must be approved at a minimum through the RTF Graduate Office.

During the 1st through 12th day of class, adds/drops are submitted to the RTF Graduate Coordinator and approval is required from the RTF Graduate Advisor. Any add/drop involving a Credit/No Credit should be made at this time.

From the 13th class day through the 4th week of class, adds/drops require approval by the instructor, the RTF Graduate Advisor, and the Dean of the Graduate School. At this point in the semester, only those changes with compelling circumstances will be considered. Graduate students have until the last class day to drop a course.

*Note that summer sessions have different deadlines.*

## CHANGE OF GRADE

If a student receives an incorrect grade, he or she should contact the instructor, who must complete an online change-of-grade form.

## INCOMPLETES

The RTF Department and the Graduate School strongly discourage students from delaying completion of the work required to successfully pass their courses. **When students have more than one “temporary incomplete” (which appears as an “X” on transcripts), they jeopardize their successful progress toward the degree.**

If you enroll in a course that you later decide not to complete, we urge you to consider withdrawing from that course (Q drop for “quit”) in order to clear your academic record. The instructor is responsible for reporting the “Q” grade.

An incomplete taken for a fall course must be cleared by the end of the spring semester. An incomplete taken for either a spring or summer course must be cleared by the end of the fall semester. Check the academic calendar for specific dates (and the [Key Dates for Grads](#) link). **The student is responsible for ensuring that their instructor has submitted the appropriate paperwork for the grade change.**

Any “X” that remains on a transcript for more than one semester is converted to an “I” (permanent incomplete). A temporary incomplete may remain on your record for longer than one semester **ONLY** if you are not enrolled at the University; however, you must resolve the incomplete by the end of the semester when you re-enroll.

In the case that a student needs more time to complete work in a course for which s/he currently holds a temporary incomplete (X), that request must be made by the instructor of record to the Graduate School and should be submitted well before the deadline to file a grade change form on the incomplete (which is the last day of grade reporting for the long semester after the incomplete was originally recorded).

The formal request for an extension of an incomplete is the responsibility of the instructor of record and is decided by the Graduate School. Students making such requests should leave plenty of time for a discussion of their request with the instructor, and for the instructor to consider that request and to file a request for the extension, and for the Graduate School to review the instructor's request. Students should bear in mind closures of the University due to holidays.

Last-minute requests or requests for extensions made after the deadline for the grade change are likely to receive a negative response from the Graduate School, particularly if the student is not in good academic standing, not making satisfactory academic progress, and/or has already had two or more semesters to complete their work in the course.

## **WITHDRAWAL**

Dropping an entire course load constitutes withdrawal from the University. A student must contact the RTF Graduate Advisor before contacting the Dean of Graduate Studies about withdrawing.

## **LEAVE OF ABSENCE & READMISSION**

If a student is not enrolled in school for one long session, they must re-apply to the Graduate School and to the RTF Department for re-admission. When the student expects to take a leave of absence, they should request a Leave of Absence from the RTF Graduate Advisor and complete the [Authorization for Leave of Absence form](#) prior to first class day.

The RTF Graduate Advisor approves the Leave of Absence by signing the form. The student then submits the signed form to the Graduate School, after making a copy for his/her records. In other words, if you want to take a semester off, you should notify the RTF Graduate Office well in advance so that we know what you are doing and so that you can complete the appropriate paperwork to be re-admitted.

## **TIME LIMITS**

At the time of an MA student's application to graduate, no course on the student's program of study may be older than six years.

## **CHANGES IN THESIS/REPORT COMMITTEES**

Thesis/report committee members should not be replaced or withdrawn from a committee without their explicit consent. A request for a committee change should state that the individuals involved have all agreed to the change. The student requesting such a change should contact the RTF Graduate Coordinator.



## **V. ASSISTANTSHIPS, FELLOWSHIPS, AND FINANCIAL AID**

### **FUNDING & SUPPORT**

Students admitted to the RTF MA program in Media Studies are not guaranteed funding. Therefore, we encourage MA students to look [elsewhere on campus](#) for employment, such as the HireUTexas job bank, athletic tutoring, and the Undergraduate Writing Center. These programs are linked from the RTF Grad Student Wiki. Salary and benefits vary depending on whether you are employed 50% time (20 hours/week), 25% time (10 hours/week), or at an hourly rate. Salary rates change annually.

The RTF Department is able to offer limited funding opportunities to MA students. Such funding is provided as compensation for employment either as a Teaching Assistant (TA) or Graduate Research Assistant (GRA). Each fall and spring semester, MA students are invited to apply for TA positions. Available funding, prior student work experience and skills possessed, student knowledge of course content, and scheduling fit are taken into consideration in making these appointments.

Students are encouraged to look at the resources available to Graduate Students via [Texas Career Engagement](#). In addition to providing access to employment listings on and off campus, this unit provides career advising, professional development workshops, and other services.

There are two career-related listservs that are available to all UT graduate students and postdocs. You must opt-in to receive emails from the below listservs. If you have not used the UT Lists mailing list system before or are re-registering with a new email address, read this [help article on how to subscribe to UT Lists](#) to get started.

*Graduate Student Campus Jobs Listserv:* Graduate-level positions, including Graduate Assistant, Graduate Research Assistant, Teaching Assistant, and Assistant Instructor positions are posted on this listserv. Opt-in to [UT Lists](#) and search for [graduatestudentcampusjobs@utlists.utexas.edu](mailto:graduatestudentcampusjobs@utlists.utexas.edu) to subscribe.

*Global Grad Careers Listserv:* Listserv for international graduate students, postdocs, and domestics students interested in global career opportunities. You can join this listserv by [clicking this link](#).

### **FELLOWSHIPS & FINANCIAL AID**

Financial aid resources are very limited at UT, although the RTF Department does what it can to try to find people jobs and sources of financial support. We encourage all graduate students to seek out additional vehicles for supporting themselves during their time in the program. The RTF Graduate Office maintains lists of fellowship and research grant programs that we encourage you to explore.

Each year, the RTF Department is given an opportunity to nominate students for various fellowships. The Graduate School also provides a number of [fellowships](#) to graduate

students. In most cases, however, these fellowship are geared toward advanced PhD or MFA students.

Other fellowships and financial aid information will be circulated by the Graduate Advisor via the RTF grad student list-servs. Students are encouraged to work with their Faculty Advisor and the RTF Graduate Advisor in determining the fellowships and other funding opportunities for which you might be eligible.

Graduate students at The University of Texas at Austin may apply for federal, state and institutional financial aid programs administered by the Office of Financial Aid by completing a [Free Application for Federal Student Aid \(FAFSA\)](#).

## **VI. Graduate Student Organization (GSO)**

The [RTF Graduate Student Organization](#) advocates for the interests of graduate students in the department and in the Moody College of Communication. The goals of the GSO are to serve as a representative body for addressing major issues and concerns of all RTF graduate students (MA, MFA, PhD); to promote professional development of its membership; and to promote cohesion between the media studies graduate student body and the graduate production student body through social events, academic forums, and symposia.

A representative from the RTF graduate student body also serves each year on the Moody College Graduate Communication Council. In addition, one RTF graduate student typically serves on UT-Austin's [Graduate Student Assembly](#).

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\*\*\*Please remember that the RTF Grad Student Wiki provides **links to [important forms](#)** and lists key deadlines. Be sure to start there when looking for more information.\*\*\*