



## MA PLAN B FINAL EVALUATION GUIDELINES

### GRADUATE GUIDANCE COMMITTEE | FINAL EVALUATION MA in Arts, Cultural Management, and Museum Studies

At the end of your final semester of study, you will meet with your Graduate Guidance Committee for a 45-minute meeting. We request you schedule this meeting (*preferably for the final week of the semester or exam week*) using [When Is Good](#) at least 2-3 weeks before the end of the semester. This meeting is a chance to examine your progress throughout the program and assist you in preparing you for ultimate success upon graduation.

At least 10 days before the meeting, you must deliver to your committee members the following:

- CV or Resume
- Cover Letter for a job or internship or approved document by your GGC Chairperson
- (Optional) Related professional documents related to your field of interest

During the final GGC meeting, you will deliver a **20-minute presentation** using various platforms (preferably doc/x, .pdf, .ppt/x, Prezi, or video) on the following prompt:

***What were the most profound concepts, theories, or understandings (a maximum of 3) you learned during your coursework in ACM&MS? How, and in what way, did you learn them, and how might you bring them into your future professional life? Be specific in citing sources and connecting your learning to the field's research.***

Following the presentation, the GGC will ask questions and engage in dialogue regarding the concepts presented.

Following the GGC meeting, you will receive an email from your committee chairperson regarding the successful completion of this final evaluation, or you will be provided with information about how to complete your MA degree.

Please schedule your 45-minute GGC meeting for the end of the semester (preferably the final week of the semester or exam week).