HANDBOOK ADDENDUM FOR THE
UC Berkeley-UCSF Joint Program in Medical Anthropology
GRADUATE PROGRAM
August 2024

This handbook will answer your questions about the processes through which the faculty implement the graduate program in Medical Anthropology. It contains important information about timing of expected actions on your part. **Read it now and review it before every semester to be sure you know what is expected of you**.

At UC Berkeley, the UC Berkeley-UCSF joint medical anthropology program is administered by the Department of Anthropology. We encourage you to follow the medical anthropology program, Department of Anthropology, and graduate division websites:

- https://anthropology.berkeley.edu/graduate-program/info-prospective-students/concentrations/medical-anthropology
- http://ANTHROPOLOGY.BERKELEY.EDU
- http://www.grad.berkeley.edu/

To the extent that the medical anthropology program is a superset of the UC Berkeley sociocultural program requirements, this addendum indicates where med anthro deviates from socio-cultural. We have highlighted in yellow special items of note but you are responsible for all material contained both in the sociocultural handbook and here. When in doubt, ask the GSAO or Grad Advisor for Medical Anthropology.

Medical Anthropology Program Structure
The medical anthropology program has its officers that are separate from the Department of Anthropology: program director(s), equity officer, and head graduate advisor. Currently, the GSAO for Med Anthro is shared with the UC Berkeley Department of Anthropology.

Please see the website for the current list of Medical Anthropology Faculty Members and program officers.

If you have questions or concerns about the program, please feel free to your advisor, GSAO, head graduate advisor, equity officer, or program director(s) or other university resources.

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Partial list of requirements for completion of the degree:
a checklist

__*Courses to complete before Qualifying Exam for admission to candidacy:*

    __UC Berkeley Anthropology 240A, 240B sequence at UC Berkeley

    __UCSF Anthropology 205A (Intro to Med Anthro Theory)

    And we recommend either:

        __UCSF Anthropology 211A (Research Training Seminar)

        __UCB Advanced Seminar in Medical Anthropology (to be determined in conversation with your advisor)

    __Other seminars in the department, to be determined in consultation with PhD advisor. Each student must be enrolled in a minimum of 12 units per semester

__*Identify and engage a* UCSF Medical Anthropology *committee member as well as non-Anthropology UC Berkeley senate faculty member* for Qualifying Exam and dissertation; take a course with them; talk to potential committee members early and keep them updated on your plans and progress

__*File the Field Statement Proposals (abstracts)* as soon as the committee members have been identified (by April 1st of second year)

__*Satisfy the language requirement* as soon as possible and in all cases before the Qualifying Exam; unsuccessful attempts to pass are not counted against you

__*Attend Anthropology Department Colloquium (Anth 290-1)* every semester in residence until admission to candidacy

__*Take Anth 375: Seminar in Pedagogy in Anthropology* either before or concurrent with your first GSI appointment (University requirement)

__*File the Final Announcement of Field and Language Requirements when all requirements to schedule orals are met*

Year by year schedule: overview and checklist
See following pages for details on these steps

YEAR ONE

__take Anth 240A, 240B sequence and UCSF Anthro 205A

__consider taking the Foreign Language exam

__take seminars to satisfy area, topical, language fellowship, or other requirements in consultation with your advisor(s)

__if the MA degree is desired, inquire with the Med Anthro Graduate Advisor or GSAO

● Please note that UCSF operates on the quarter system and UC Berkeley on the semester system. UCSF Anthro 205A is not offered every quarter, you should make early inquiries on when it is offered.
In addition, in order to take UCSF classes and to have them show on your UC Berkeley transcript and to count towards your semesterly 12-credit course requirement, you will need to both enroll at UCSF for the desired classes but also sign up for a UC Berkeley Anthro 298: Independent Reading for four credits with the Med-Anthro Graduate Advisor. You should do this in the Fall semester for Fall quarter classes; and the Spring semester for Winter Quarter and Spring Quarter classes. For the grade on the UC Berkeley transcript, the Berkeley Grad Advisor will duplicate the grade that you received at UCSF.

YEAR TWO

__the department expects you to take one regularly scheduled seminar with each professor from the department who you anticipate will serve on your Qualifying Exam committee.

__identify two faculty members from the UC Berkeley Department of Anthropology for the Qualifying Exam; one from UCSF Medical Anthropology; and an outside committee member.

__satisfy the Foreign Language requirement if not already completed.

__in the third semester, organize the Advisory Meeting (Members of the Advisory Committee are often also the members of your Qualifying Exam Comm).

__file the **Field Statement Proposals** by April 1-no exceptions will be granted.

__begin working on field statements in Year Two. A strongly recommended trajectory would include finishing a rough draft of one field statement by the end of the second year and beginning work on a second field statement.

YEAR THREE

__prepare and submit grant proposals to support fieldwork research (due in the fifth semester).

__a rough draft of each field statement must be submitted to the field statement supervisor by no later than January 31 and to each Qualifying Exam committee member.

__file the **Final Announcement of Field and Language Requirements, aka "Yellow Sheet" no later than six weeks before the proposed Qualifying Exam date.**

__**a near final version of each field statement must be circulated to each relevant member of the Qualifying Exam committee member (i.e. field statement supervisor) no later than eight weeks before the proposed Qualifying Exam date.**

__**with the Yellow Sheet, submit signed copies of nearly final versions of field statements with the GSAO no later than six weeks before the proposed Qualifying Exam date. No late submissions are permitted after this date.**

__**the final version of each field statement must be circulated to all Qualifying Exam committee members no later than four weeks before the proposed Qualifying Exam date. No late submissions or changes will be permitted after this date.**

__**remove all incompletes from your transcript before taking the exam**

__take the oral Qualifying Exam for admission to PhD candidacy by the end of the spring semester of your third year. Failure to take the Qualifying Exam by the end of the spring semester of your third year will result in lowered priority for departmentally administered funding.

__file paperwork for candidacy (this includes the application for advancing to PhD candidacy under Form "Plan B" and a certificate showing completion of the online Collaborative IRB Training Initiative, aka CITI, Program).

__opt into the Dissertation Completion Fellowship program (DCF), if desired

AFTER ADVANCEMENT TO CANDIDACY

__conduct field research; update your committee annually (University requirement)

__complete research and writing within Normative Time (6 years)

FINAL YEAR

__meet with committee to develop a timeline for submission of drafts for feedback

__submit final dissertation draft with sufficient time for committee to review two months prior to final submission

__obtain all committee signatures on your thesis title page

Med Anthro Requirements for Committee Compositions

Qualifying Exam committees (composed of four members) and dissertation committee (normally composed of four members) must include one member from another UC Berkeley department as well as one UCSF Medical Anthropology faculty member:

      1. UC Berkeley Medical Anthropology Faculty

      2. UC Berkeley Medical Anthropology Faculty

      3. UCSF Medical Anthropology Faculty

      4. UC Berkeley External Senate Representative (senate faculty from a unit on campus other than Anthropology)

Identifying the external Berkeley and external UCSF person, introducing yourself, and if at all possible taking a course with them, are critical steps best accomplished early. While the UC Berkeley External member requirement may be waived by petition to the Med Anthro Graduate Advisor, the UCSF requirement cannot be waived because of the nature of the joint relationship.

Notes on Funding for Medical Anthropology

Unless otherwise specified by your offer letter, UC Berkeley Medical Anthropology doctoral students are eligible for all of the funding sources available to doctoral students in the Department of Anthropology (including Foster and Diebold funds) and should look at the sociocultural handbook and website.

There are two areas of significant deviation in that medical anthropology:

- MedAnthro has a University Block Grant that is separate from the rest of the department to support students. This takes the form of a stipend target that is different from the other departmental students and internal funds that only UC Berkeley Med Anthro students can draw from.

- The University treats the Joint Program as separate from the Department when it comes to Graduate Division awards. Thus, for some of the Grad Division fellowships, the Program can put candidates up separate from the Department. Please ask the GSAO or Med Anthro Grad Advisor for more details.