



Independent Creative Writing Proposal

The Independent Creative Writing course option is designed for Master of Liberal Arts (ALM) Creative Writing and Literature degree candidates to develop an original work in fiction or non-fiction, carried out under the supervision of a Harvard Extension School creative writing instructor.

To be eligible, you must have earned 24 credits, be in good academic standing, and have completed at least two graduate-level creative writing courses. Moreover, the independent study requires that you base your project on a piece of original work, and that you identify the specific craft elements that you will work on (for example, dialogue, tone, historical/geographical/social context, character development, and narrative voice).

Sequence of Steps:

Step 1

Contact Jody Clineff, Assistant Director of Writing Programs (clineff@hudce.harvard.edu), at least one month prior to the proposal deadline regarding your interest in undertaking an Independent Creative Writing Project. After she has verified that you are eligible to pursue the project, she will refer you to Dr. Talaya Delaney, Research Advisor in the Humanities, for a preliminary meeting (in person or on the phone). At least five days prior to your first meeting, you will send Dr. Delaney this form, as well as the piece of original work which is the starting point for the independent study. The deadlines for submitting the Proposal Form to Dr. Delaney are July 1 for the fall term, November 1 for the spring term, and April 1 for the summer term. The tuition is the same as for a 4-credit graduate course. Please see the Tuition & Enrollment page for current tuition rates.

Step 2

After you have met with Dr. Delaney and received approval of your proposal, you will be assigned to your Project Director and you will arrange your first meeting. Ordinarily, you will meet with your project Director at least three times, either in person or online. The first meeting is to review your proposal and the scope of the project, and to set initial draft deadlines. Your Project Director will sign your final proposal form after this meeting. The second and third meetings will occur after the project has been approved (see Step 3) and will be used to review your work in progress.

Step 3

Submit the completed proposal form to Jody Clineff (clineff@hudce.harvard.edu). The project needs to be approved by the Dean of Academic Programs. Official approval letters are sent to you and your Project Director. This letter will indicate the registration procedures. You cannot begin work or register for the project until you receive the approval letter from the Dean.



HARVARD EXTENSION SCHOOL

Office of ALM Advising and Program Administration 51 Brattle Street, Cambridge, Massachusetts 02138-3722 (617) 495-9414
www.extension.harvard.edu/graduate-degrees

Independent Creative Writing Proposal Form

Student Information

FULL LEGAL NAME (exactly as printed on your government-issued ID)												
Last/Family/Surname(s)	First/Given name(s)	Middle name(s)										
HARVARD ID NUMBER												
<table border="1"> <tr> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> </table> <p><i>(appears on your ID card)</i></p>												
CURRENT ADDRESS												
Street												
City	State/Province	Zip/Postal code										
DAYTIME PHONE NUMBER												
E-MAIL ADDRESS												
GPA	FIELD OF STUDY											

A. Coursework

List the courses that you have already completed, along with grades and instructor names. You must have a minimum of 24 credits.

B. Sample Creative Project

Attach the piece of work that you want to develop further for this independent study.

C. Project Scope

Respond to the following questions, which are a starting place for the independent study. The Project Director will also offer his or her own thoughts on what is and is not working in the piece, as well as suggestions on the craft elements that need development.

State the strengths of the piece. What do you like? What is working well?

State the weaknesses of the piece. What is not working? What don't you like? What are the problem areas?

State the specific help you are looking for from the Project Director. What do you want to do better? What do you need more practice on? Consider all craft elements, including characterization, story and plot structure, point of view, dialogue, and description.

D. Timeline for your Independent Creative Writing Project

Be specific about the number of meetings you plan to have with your Project Director, including days and times, how those meetings will proceed, and start and end dates. Make sure you are setting a realistic timeline that will ensure completion by the end of the term (see Calendar on our homepage).

E. Tentative Creative Writing Title

Suggested Program Director's name _____

Student's signature _____

Date _____

Faculty Member's Approval

By signing this form, you agree to work with the above-mentioned Harvard Extension School ALM degree candidate, hold regularly scheduled meetings, and provide guidance for the student to complete a creative writing project. A stipend of \$1,100 will be paid to you upon receipt of the student's grade. If you have any questions or concerns about this process, please contact Jody Clineff (clineff@hudce.harvard.edu). We appreciate your participation.

Name (please print) _____

Harvard ID number _____

Phone _____ E-mail _____

Faculty member's signature _____ Date _____