



Greetings!

We are delighted to share this information about our brief-residency Master of Fine Arts in Writing Program. We offer six areas of concentration: fiction, poetry, creative nonfiction, writing for children and young adults, playwriting, and screenwriting. We also offer residencies in Louisville and in international locations, plus flexibility in scheduling your studies.

The ten days of the residency in Louisville or abroad are an exciting and stimulating time filled with workshops, lectures, readings, conferences, and discussions. The independent study phase of the MFA program allows for intensely focused one-on-one instruction, while you continue your normal life at home. During both phases, you work with our wonderful faculty of publishing writers who are also experienced teachers, eager to recognize both your strengths and weaknesses as a writer while nurturing your unique talent. Such a course of study results in excellent writing and a high degree of satisfaction for both students and faculty. You may find current information about our faculty members on our website.

While students focus primarily on their major areas of concentration, our program offers special features introducing students to the various areas of writing. We believe that writing is writing, and poets, fiction writers, nonfiction writers, scriptwriters, and those who write for children and young adults have much to share with one another. In addition, all students read a book in common by, and participate in discussions with, noted guest authors who work in a variety of forms. Guests include novelists Ernest Gaines, Susan Vreeland, Ann Patchett, and Michael Ondaatje; poet and essayist Yusef Komunyakaa; children's writers Daniel Handler (aka Lemony Snicket), Donna Jo Napoli, and Nancy Willard; poets W. S. Merwin and Claudia Emerson; essayists Terry Tempest Williams, Barry Lopez, Pico Iyer, and Scott Russell Sanders; poet and children's writer Naomi Shihab Nye; screenwriter Robert Moresco (*Crash*); and playwright Heather Raffo. In addition to encouraging cross-genre exploration and writing, we plan group enjoyment of the rich cultural life of Louisville and in selected international locations.

We also include programs about editing and publishing and discussions of reading shared by the entire program and by small groups. We welcome *your* suggestions about adding features to the program to make it the most lively and nurturing graduate education available in the art of writing.

Thank you for your interest in joining the community of writers at Spalding University. We hope to talk with you soon about the brief-residency MFA Program, and we look forward to receiving your application. If you have questions about the MFA in Writing, please speak to one of us at (800) 896-8941 ext. 4401 or (502) 873-4401. You may email us directly at mfa@spalding.edu. Our website, which is updated regularly, is <http://www.spalding.edu/mfa>.

Sincerely,

Sena Jeter Naslund
Program Director
800-896-8941, ext. 4401
502-873-4401

Karen J. Mann
Administrative Director
mfa@spalding.edu

Kathleen Driskell
Associate Program Director

Katy Yocom
Program Associate



MASTER OF FINE ARTS IN WRITING

SPALDING UNIVERSITY

Program and Goals

Spalding University's brief-residency Master of Fine Arts in Writing Program is a post-baccalaureate graduate degree offering concentrations in fiction, poetry, creative nonfiction, writing for children and young adults, playwriting, and screenwriting. The four-semester program, which may commence with either the spring, summer, or fall semester, serves people who wish to write and want the experience of graduate-level instruction. The brief-residency program format is ideally suited to the life of a writer. During the program, the student establishes writing habits within a natural home setting, not removed to an isolated, solely academic environment.

At the beginning of each semester, students and faculty leave home to attend an intensive 10-day residency. The residency offers immersion in a diverse community of writers from all over the country and includes workshops, lectures, panel discussions, conferences, and readings. Students have opportunities to experiment in modes of writing other than their major area and to enjoy the cultural offerings of Louisville (spring/fall semesters) or of an international location (summer semester).

After returning home, students study independently with a faculty mentor through the exchange of five packets of original writing. Students generally work with a different faculty mentor each semester, which allows a variety of dialogues regarding issues of the craft of writing, criticism, and aesthetics.

The fall (November-April) and spring (May-October) semesters are about 6 months long and begin with the 10-day residency in Louisville. Packets are exchanged about every 3½ weeks. Students should expect to spend about 25 hours each week on their writing and reading for the program.

The summer semester (late June through mid-March) is 9 months long and begins with the 10-day (plus 2-3 travel days) residency in a different international location each year. Previous and planned locations are London/Bath, 2008; Barcelona, 2009; Buenos Aires, 2010; Rome/Tuscany, 2011; Paris, 2012; Galway/Dublin, 2013. . . . Packets are exchanged every 6-7 weeks. Students should expect to spend about 12-15 hours each week on their writing and reading. The summer semester was added with teachers' schedules in mind, but it has proved to be convenient to those who work full-time or have busy schedules. (Students who prefer the longer semester but do not wish to travel abroad may combine the spring Louisville residency with the nine-month summer semester schedule, called the "spring stretch" semester.)

For the degree, students complete four semesters and five residencies. The fifth residency takes place after the fourth semester and usually is the graduation residency. Students may finish the degree through a combination of studying in the fall, spring, and summer semesters. Students may complete the degree in two years or may take up to ten years to complete the degree.

While the MFA is the degree most commonly held by writers who teach creative writing at the college level, many brief-residency students simply cherish the experience for its intrinsic value. For more information about the MFA degree, see "Questions to Ask When Seeking an MFA Program" on the MFA website at <http://www.spalding.edu/mfa>.

For general information or questions regarding the MFA in Writing Program, contact the MFA Office at mfa@spalding.edu; (502) 873-4401; (800) 896-8941 x 4401; or write MFA, Spalding University, 851 S. Fourth St., Louisville, KY 40203. The website is <http://www.spalding.edu/mfa>.

MFA Staff

Sena Jeter Naslund, Program Director

Karen Mann, Administrative Director

Kathleen Driskell, Associate Program Director

Katy Yocom, Program Associate

Gayle Hanratty, Administrative Assistant

Admissions Process

Admission to the Master of Fine Arts in Writing Program is based primarily on the quality of the applicant's original creative writing in one of the particular concentration areas of fiction, creative nonfiction, poetry, writing for children and young adults, playwriting, or screenwriting. (For more information about each area, see our webpage at spalding.edu/mfa.) The quality of the writing, which must demonstrate a level of proficiency appropriate for the commencement of graduate work, is judged by a committee of MFA faculty members and the Program Director.

A bachelor's degree is required. Applicants may apply for an exception. Contact the Program Director. Students in the MFA in Writing Program may transfer one semester from another brief-residency MFA in Writing Program if the semester was completed satisfactorily. The program also accepts applications for one or two semesters of study (post-graduate semesters) from those who have already completed a graduate degree with a creative thesis.

Application

The formal application consists of

1. the Spalding University Application for Graduate Admission (may be printed from website or applicants may apply online; see <http://www.spalding.edu/mfaonlineapp>), \$30 application fee, application checklist (including a list of any publications and prizes), and institution-to-institution official transcripts from **every** college attended). Send the transcripts to Graduate Admissions, Spalding University, 851 S. Fourth St., Louisville, KY 40203; electronic transcripts may be sent to registrar@spalding.edu. (The GRE is **NOT** required.)
2. a writing sample in the applicant's chosen area(s) of concentration: prose (double-spaced, 17-25 pages), screenwriting or playwriting (standard script format, 17-25 pages); poetry (single-spaced, maximum 10 pages); writing for children and young adults (double-spaced, 17-25 pages of middle-grade or young-adult prose or 2-3 picture book stories). The sample is typed copy in 12 point, easy-to-read font such as Times New Roman with 1" margins; include page numbers. Prospective students who wish to apply in more than one area of concentration send the appropriate writing samples in each area.

Applicants put their name on a cover sheet and not within the writing sample. Along with the applicant's name, identify the area of concentration on the cover sheet: fiction, poetry, creative nonfiction, writing for children and young adults, screenwriting, or playwriting. The anonymous samples are read by a faculty committee.

3. two personal essays

First essay: Write a 2-3 page commentary on a work you have admired. Choose a work that best demonstrates your critical thinking in the area in which you are applying: this may be a book, a story, an essay, a pair of poems, or a script of a play or a screenplay. Applicants who apply in more than one area send only one 2-3 page commentary on a work in any one of the areas.

Second essay: Write a 2 -3 page essay that summarizes your background in writing and your openness to receiving instruction in creative writing. Also discuss your willingness to learn to critique the creative writing of other program members, your high motivation, and your ability to work independently. Optional: Applicants may list any publications and prizes on a separate piece of paper; a lack of publications and prizes does not reduce your chances of acceptance to the program.

Applicants put their name and area(s) of concentration on a cover sheet but not on the essay itself. The essays are typed copy in 12 pt., easy-to-read font such as Times New Roman and double-spaced with 1" margins; include page numbers. The anonymous essays are read by a faculty committee.

4. two letters of recommendation concerning the student's ability to read literature and to write both creative and critical prose at a graduate level. Letters from former or current creative writing instructors are preferable; however, if this is not an option, applicants should ask another professor or someone who is familiar with their writing, love of writing and reading, ability to accept and give critiques, motivation to participate in the program, and/or ability to work independently.

Submitting Application Materials by Email or Mail

To email writing samples and essays, attach the documents as a .doc, .docx, .rtf, or .pdf, (screenwriters may use Final Draft) and email to mfa@spalding.edu. Emails should include the subject line "Documents for application of (your full name)" Follow the instructions above for formatting the document. Emailed letters of recommendation are acceptable if the from email address is identifiable as belonging to the sender. For example, a letter from Susan Sanders emailed from ssanders@xxxx.edu (or xxxx.com) is acceptable, while an email from an anonymous address, such as from writersnest@yahoo.com, is not. To mail materials, send to Graduate Admissions, Spalding University, 851 S. Fourth St., Louisville, KY 40203, and not to the MFA Office.

Deadline for Application

Students may begin work in the program in the spring, summer, or fall. Applications are reviewed on a rolling basis, so they may be submitted at any time. The deadline for the fall semester is July 1; the deadline for the spring semester is January 15, and the deadline for the summer semester is February 1. Prospective students who miss the deadline may inquire with the MFA Office about the possibility of late application.

Notification of Admission

The program usually makes decisions on applications four to six weeks after the complete application has been received. Upon acceptance, a \$500 deposit is required to hold a place in the program. This deposit is nonrefundable and is applied to tuition. Students accepted for admission for a particular semester may defer enrollment for up to one year with the permission of the program directors.

If a student is denied admission, he or she is advised to seek additional instruction at a local undergraduate program, to take adult education courses in creative writing, and/or to work privately with a publishing writer or writing group, and after such additional experience, to re-apply for admission to the program, submitting a new manuscript.

Tuition and Fees

The application fee is \$30. The tuition for the fall 2011, spring 2012, and summer 2012 semesters is \$7,500 per semester,* which includes all course fees. For the spring and fall semesters, Spalding offers an optional accommodation package, which ranges from \$250 to \$850 (depending on the accommodations chosen). Students may make their own housing arrangements; however, commuting is not recommended as the days are long (usually from about 9 a.m. to 9 p.m.). Summer semester residency costs vary depending on the destination and include travel, housing, and meals (in the range of \$3,000 to \$4,500).

The cost of books and postage is difficult to determine, but an estimate is \$400-\$500 per semester. Students are responsible for all costs associated with the exchange of packets, e.g., postage, printing. For more information see the link to MFA FAQs (Frequently Asked Questions) on the website: <http://www.spalding.edu/mfa>.

*about a 3-5 percent tuition increase is expected each fall

Financial Assistance

Graduate students who are U.S. citizens or eligible non-citizens may use federal student loans to help finance their studies. To seek financial aid, the FAFSA financial aid form must be completed as soon as possible. To fill it out online, see <http://www.fafsa.ed.gov>. Information regarding the financial aid package is available from Spalding only after a student is accepted. For more information, see the Tuition/Fees/Financial Aid page on the website at www.spalding.edu/mfa.

Students who have been accepted into the MFA Program may apply for a first-semester MFA in Writing scholarship, which usually ranges from \$500 to \$750. To apply, new students send an email by April 1 for the spring and summer semesters and August 1 for the fall semester to Program Director Sena Jeter Naslund at mfa@spalding.edu describing their need and stating their desire to be considered for a scholarship.

Graduate Assistantships

For second-, third-, and fourth-semester students, several graduate assistantships are available that result in tuition remission from about \$600 to \$1,800 per semester, depending on the nature of the assistantship. Assistantships are competitive and for one semester only (though a student may re-apply for assistantships in subsequent semesters). The assistantships include tasks such as assembling the program newsletter, working in the MFA office, or reading for *The Louisville Review*. Students may apply for assistantships no matter where they live.

Residency and Semester

The emphasis of the program is on the student's own writing. During the residency, the student prepares, in consultation with his or her faculty mentor, the study plan for the upcoming semester in reading (with critical commentary on 8-10 books) and original creative writing. Five times during the semester, the student sends to the instructor a packet consisting of original creative writing, a detailed cover letter with questions about the craft of writing, and short essays commenting on books from the reading list. The mentor responds within a week of receipt to the packet materials. Students also exchange ideas and work with other students.

Acceleration

Students in the MFA in Writing Program may apply in their major area of concentration for acceleration toward completing the program early if they (1) have had a book published, or (2) have had a full-length play produced, or the script-length equivalent in shorter plays, or (3) have had a film of substantial length produced, or the script-length equivalent in shorter films and if a committee of the MFA faculty finds the quality of the book, dramatic script, or screenplay appropriate to MFA standards. Picture book authors are eligible to apply for acceleration if they have published a minimum of three picture books. Books, plays, or films accepted for publication or production before a public audience but not yet actually published or produced do not qualify students for acceleration. Self-published books do not qualify a student for acceleration. Plays and films must have been produced by an established company or producer, one with a history or future of ongoing production and not headed by the author.

A student whose published or produced work is accepted in lieu of the Creative Thesis may complete the MFA degree in three semesters instead of four and with four residencies instead of five by completing remaining requirements in three semesters and four residencies. For more information, email mfa@spalding.edu with "acceleration" in the subject line.

Course Work

Degree requirements include the completion of four semesters and five residencies (the last residency usually follows the fourth semester and includes graduation), culminating with a thesis of original creative writing. Grading in the MFA in Writing Program consists of discursive evaluations. To receive credit for a semester, students complete all residency and semester requirements. See the course descriptions below for a full description of the program requirements.

Course Descriptions

ENG610 Introductory Group and Independent Writing and Reading *Credit: 16 semester hours*

This course begins with pre-assignments including the worksheet submission for the workshop booklet. The residency delivers a rigorous curriculum of workshops, lectures, conferences, and readings. The residency is followed by a period during which the student completes the ENG610 Student Independent Study Plan. The plan, which is created by the student and the mentoring instructor, includes five extensive assignments of original creative writing, an individualized reading list, and short critical essays. One critical essay is exchanged among other program students. Students submit residency, midsemester, and end-of-semester evaluations, and a cumulative bibliography of books and scripts read.

ENG620 Intermediate Group and Independent Writing and Reading *Credit: 16 semester hours*

This course begins with pre-assignments including the worksheet submission for the workshop booklet. The residency delivers a rigorous curriculum of workshops, lectures, conferences, and readings. The residency is

followed by a period during which the student completes the ENG620 Student Independent Study Plan. The plan, which is created by the student and the mentoring instructor, includes five extensive assignments of original creative writing, an individualized reading list, and short critical essays. One critical essay and one piece of original work are exchanged among other program students. Students submit residency, midsemester, and end-of-semester evaluations, and a cumulative bibliography of books and scripts read. **Prerequisites:** ENG610 or the equivalent and permission of Program Director or Associate Program Director

ENG630 Advanced Group and Independent Writing and Reading: Emphasizing Critical Writing
Credit: 16 semester hours

This course begins with pre-assignments including the worksheet submission for the workshop booklet. The residency delivers a rigorous curriculum of workshops, lectures, conferences, and readings. The residency is followed by a period during which the student completes the ENG630 Student Independent Study Plan. The plan, which is created by the student and the mentoring instructor, includes five extensive assignments of original creative writing, an individualized reading list, one short critical essay, and a critical essay which is a minimum of 20 pages. Students submit residency, midsemester, and end-of-semester evaluations, and a cumulative bibliography of books and scripts read. The student selects a published work for a Small Group Discussion, which the student leads at the next residency. **Prerequisites:** ENG610, ENG620 and permission of Program Director or Associate Program

ENG640 Advanced Group and Independent Writing and Reading: Emphasizing the Creative Thesis Collection *Credit: 16 semester hours*

This course begins with pre-assignments including the worksheet submission for the workshop booklet. In ENG640, students attend two residencies, one at the beginning and one at the end of the semester (the graduating residency). Both residencies deliver a rigorous curriculum of workshops, lectures, conferences, and readings. The first residency is followed by a period during which the student completes the ENG640 Student Independent Study Plan. The plan, which is created by the student and the mentoring instructor, includes five extensive assignments of original creative writing, culminating in the completion of the creative thesis, an individualized reading list, and two short critical essays. During the graduation residency, the student delivers a graduation lecture, a graduation reading, and participates in a thesis discussion. For both residencies students submit residency, midsemester, and end-of-semester evaluations; a cumulative bibliography of all books and scripts read. **Prerequisites:** ENG610 ENG620 ENG630

The MFA Program offers two courses that are not required for graduation but are available for students who wish to enrich their educational experience.

ENG650 Creative Writing Enrichment–MFA Residency & Semester *(16 semester hours)*

This course includes a pre-assignment of the worksheet submission for the workshop booklet and an intensive brief residency of workshops, lectures, conferences, and readings. The residency is followed by a semester during which the student completes the Student ENG650 Semester Study Plan through corresponding with his or her mentor. The plan, which is created by the student and the mentoring instructor, includes no more than five packets of original writing. **Prerequisites:** ENG620

ENG660 Teaching Practicum in Creative Writing–MFA Residency & Semester *(16 semester hour)*

Teaching Practicum in Creative Writing serves MFA students (or graduates of MFA programs) who would like to pursue a specialization in the teaching of creative writing. This 12-hour course follows the regular MFA semester schedule and begins with the standard MFA residency. During the residency, ENG660 students take part in a workshop that focuses on the teaching of writing of mixed genres. Students also attend special teaching lectures and presentations. Students attend lectures in areas outside their concentration to gather a wider perspective for teaching. During the at-home portion of the semester, ENG660 students arrange a teaching practicum with the help of their mentor, read and write widely on creative writing pedagogy, and develop syllabus and course management strategies. Students submit residency, midsemester, and end-of-semester evaluations. **Prerequisites:** ENG620

SPALDING UNIVERSITY

FINANCIAL AID SHEET FOR GRADUATE STUDENTS

APPLYING FOR FINANCIAL ASSISTANCE

To be considered for financial assistance programs, interested students must do the following:

1. File a Free Application for Federal Student Aid (FAFSA) after January 1, being sure to list Spalding University #001960. March 1 is the priority filing date. You can file electronically at www.FAFSA.ed.gov. You must file a FAFSA once a year for every year during which you can wish to be considered for aid.
2. Be granted unconditional admission to a degree-seeking program. Contact the Office of Enrollment Management for an application or apply online at spalding.edu.
3. Be a citizen of the United States, or an eligible non-citizen.

FINANCIAL ASSISTANCE AVAILABLE TO GRADUATE STUDENTS

All financial aid awards, including any outside scholarships and assistantships must be approved by the Office of Financial Aid and figured as part of a student's financial aid package.

1. **Federal Direct Stafford Loans:** Eligibility determined by information provided on your FAFSA.
2. **Graduate Assistantships:** On campus employment opportunities, which provide partial or full tuition remission (Contact the program to which you are applying).
3. **Graduate Scholarships:** Contact the program to which you are applying.

TYPES OF FEDERAL LOANS

1. **Federal Direct Subsidized Stafford Loan:** Based on financial need, which is determined by information submitted on your

FAFSA. A loan is "subsidized" when the government pays the interest for you during the following periods: while you are enrolled in school at least half time; or during the six-month grace period after you stop attending school at least half time; during periods of authorized deferment. **Full-time study for graduate students is usually defined as a minimum of 9 credit hours per term.

2. **Federal Direct Unsubsidized Stafford Loan:** Not based on financial need and is available to students regardless of income. Because this loan is not subsidized by the government, the student is responsible for all interest which accrues during in-school, grace, and deferment periods. You may choose to make interest payments while in school or you may defer (and accumulate) the interest until repayment.

HOW TO ACCEPT YOUR STAFFORD LOAN

1. **Spalding Award Letter:** You will receive an award letter from Spalding University. Students only have to sign and return their financial aid award letter if they are declining or reducing certain aid amounts. If the student does not respond within fourteen days, the Office of Financial Aid will assume the student is accepting the entire award.

2. **Completing the Master Promissory Note (MPN):** You will receive a Master Promissory Note for your loans via mail. By signing the MPN, you are promising to repay all student loans to you under this note. At Spalding, you will only sign one MPN for the life of your student loan needs.

Carefully read the Borrower Certifications and Authorizations section before signing your MPN. Read, sign and date the MPN and forward it to your selected lender.

If there are no problems with eligibility, your loan proceeds will be posted to your student billing accounts at the Business Office.

3. **Entrance Loan Counseling:** Federal law

requires that all first-time student borrowers participate in entrance counseling prior to acquiring a Federal Direct Stafford loan. This counseling is provided to help you fully understand your rights and obligations when borrowing money to pay for college education. You can complete this requirement via the Internet at www.dl.ed.gov. Or, you can make arrangements with Enrollment Services Center to complete your entrance counseling. Failure to complete this process will result in your loan money being returned to the lender.

LOAN ELIGIBILITY (ACADEMIC YEAR)

Loan eligibility will be calculated based on your FAFSA information and your student budget, which is determined by the Office of Financial Aid. This budget includes tuition, living expenses, travel expenses, fees, books, enrollment status (credit hours taken) and other financial aid awarded.

1. Outside scholarships, tuition waivers, employer-paid tuition, and graduate assistantships are included as part of your financial aid package. These awards must be reported to the Office of Financial Aid.

2. At no time can your financial aid package exceed your budget.

3. Graduate students are eligible to receive up to \$20,500 each academic year in combined direct subsidized and unsubsidized Stafford loans.

If your income is considered too high to receive a subsidized loan, you may still be eligible to receive the entire \$20,500 in unsubsidized loans.

Direct Subsidized loans = up to \$8,500
Direct Unsubsidized loans = up to \$12,000

4. For combined direct subsidized and direct unsubsidized Stafford Loans, the total is \$138,500.

****Also for financial aid purposes, any graduate student in 5, 6, or 7 hours is considered half-time. The only exception is for doctoral students in dissertation, who are considered half-time at 1 to 4 credit hours per term, for a maximum of five terms**



TRANSCRIPT REQUEST FORM

TO: APPLICANT

Please complete the information requested and forward this form to the registrar of all colleges or universities that you have previously attended.

Name of applicant: _____ Last _____ First _____ Middle _____

Address: _____

City: _____ State: _____ Zip: _____

SS#: _____ / _____ / _____ Date of birth: _____ / _____ / _____

Name used at time of enrollment: _____

Degree received: _____ Date: _____ / _____ / _____

Degree applying for at Spalding University: _____

Signature: _____ Date: _____ / _____ / _____

TO: REGISTRAR

College or University: _____

Address: _____

City: _____ State: _____ Zip: _____

The student listed above has made application to a graduate program at Spalding University. The above information may be of help in locating the records for this individual. This release form has been signed by the applicant to meet the requirements of the Family Rights and Privacy Act of 1974 (Buckley Amendment).

Please mail official transcript and one copy of this form to:

OFFICE OF GRADUATE ADMISSIONS
SPALDING UNIVERSITY
851 S. FOURTH STREET
LOUISVILLE, KY 40203-2188



TRANSCRIPT REQUEST FORM

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