

Fayetteville State University  
Established 1867

# Graduate Catalog

## 2011-2012



Fayetteville State University  
1200 Murchison Road  
Fayetteville, NC 28301-4298  
[www.uncfsu.edu](http://www.uncfsu.edu)  
910-672-1374

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*Fayetteville State University is committed to equality of educational opportunity and does not discriminate against applicants, students, or employees based on race, color, national origin, religion, gender, age, or disability. Moreover, Fayetteville State University values diversity and actively seeks to recruit talented students, faculty, and staff from diverse backgrounds.*

*Fayetteville State University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097; Telephone number: 404-679-4501) to award the bachelors, master's, and doctoral degrees.*

*Fayetteville State University, in keeping abreast of ever-changing times, reserves the right to change, delete, or add to any part of this publication as it deems necessary for the good of the university. Every attempt will be made to keep changes to a minimum and to communicate changes to all students.*

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## Chancellor's Message



Dear Bronco: Welcome to the Fayetteville State University family! I am pleased that you have selected FSU, the second-oldest public university in North Carolina, for your undergraduate studies.

FSU provides a high-quality education to more than 6,200 undergraduate and graduate students. Our university provides academic programs in the humanities and social sciences, in basic and applied sciences, in teacher education, and in business and economics. We have offered teacher-education programs since our genesis in 1867; forensic science and fire science are among our newest programs.

We have almost 250 faculty members whose first priority is the facilitation of your learning. Among the faculty, you will find award-winning scholars and researchers who have won accolades in teaching. In addition, you will work with professors who include students in their research projects, which are often funded by agencies such as the National Aeronautics and Space Administration, the U.S. Department of Education, the National Science Foundation, the National

Institutes of Health, and the Rockefeller Foundation.

Our campus is experiencing a renaissance. New buildings are being erected, while existing buildings are being renovated— all so that you will have modern facilities in an attractive and comfortable setting. The grounds are constantly groomed. The campus is fully wired; you will have access to state-of-the-art technology seven days a week for up to 18 hours daily.

To ensure that students have multi-faceted experiences during their university years, FSU offers an array of extracurricular activities, community-service and internship opportunities, and student organizations designed to help you to develop your leadership skills, to foster your sense of civic responsibility, and to broaden your cultural and intellectual horizons. We are home to a number of championship sports teams—in football and golf, for example. We sponsor an annual Chancellor's Speakers Series featuring nationally prominent individuals. We offer a range of activities such as the annual Miss FSU and Mr. FSU competitions.

Inside this catalog you will find important information about the graduate degree programs that are available to you. Your guide to the university, the catalog also includes all university centers, programs, and policies. Please review it carefully so that you learn about the support services and opportunities that we have put in place to meet your needs.

Our goal is to ensure that you will graduate with the skills, knowledge, values, and attitudes required for success in the larger world in which you live and work after you earn your graduate degree. We embrace you as an FSU student, and we commit to doing everything in our power to make your years with us a productive, positive experience. We look forward to the day when we can count you among our thousands of outstanding Bronco alumni.

Sincerely,

James A. Anderson

## For More Information

Academic Records and Transcripts .....	910-672-1185
Admissions .....	910-672-1371
Admissions – Toll Free.....	800-222-2594
Alumni Affairs.....	910-672-1473
Athletics .....	910-672-1314
Bookstore .....	910-672-1277
Center for Personal Development .....	910-672-1203
Dining Services.....	910-323-0294
Financial Aid .....	910-672-1325
Fort Bragg – Pope Air Force Education Center .....	910-497-9111
Graduate Admissions.....	910-672-1374
Health Services .....	910-672-1454
Library Services .....	910-672-1231
Micro-Computer Resource Center.....	910-672-1819 or 672-1031
Office of School Services .....	910-672-2218
Public Education Outreach.....	910-672-1474
Registrar.....	910-672-1185
Police Department.....	910-672-1341
Student Academic Advisement Center .....	910-672-1205
Student Activities.....	910-672-1166
Student Affairs .....	910-672-1201
Student Support Services.....	910-672-1172
Students with Disabilities.....	910-672-1203
Summer School.....	910-672-1229
Testing.....	910-672-1301
Tuition and Fees.....	910-672-1155
Veterans' Affairs .....	910-672-1628

<b>University College .....</b>	<b>910-672-1060</b>
<b>College of Arts and Sciences.....</b>	<b>910-672-1659</b>
Aerospace Studies.....	910-672-1464
Biological Sciences.....	910-672-1691
Chemistry and Physics .....	910-672-TBA
Communication .....	910-672-1381
Criminal Justice.....	910-672-1478
English .....	910-672-1416
Government and History .....	910-672-1573
Mathematics and Computer Science.....	910-672-1294
Military Science (Army) .....	910-672-1942
Natural Sciences.....	910-672-1691
Nursing .....	910-672-1924
Performing and Fine Arts.....	910-672-1571
Psychology.....	910-672-1413
Sociology.....	910-672-1122
Social Work .....	910-672-1210
World Languages and Cultures.....	910-672-1416
<b>School of Business and Economics.....</b>	<b>910-672-1267</b>
Accounting .....	910-672-1591
Finance, Economics, Entrepreneurship and Marketing .....	910-672-1618
Management.....	910-672-1595
Marketing and Business Education.....	910-672-1593
<b>School of Education.....</b>	<b>910-672-1265</b>
Educational Leadership .....	910-672-1810
Elementary Education .....	910-672-1538
Health, Physical Education, and Human Services .....	910-672-1314
Middle Grades, Secondary, and Special Education .....	910-672-1181
<b>Graduate School.....</b>	<b>910-672-1374</b>
.....	<b>910-672-1681</b>
Doctor of Education.....	910-672-1810
Master of Business Administration.....	910-672-1197
Master of School Administration .....	910-672-1810
Master of Education .....	910-672-1257
Elementary Education .....	910-672-1257
Middle Grades Education .....	910-672-1182
Reading Education .....	910-672-1257
Secondary Education .....	910-672-1181
Special Education .....	910-672-1181
Master of Arts .....	
English .....	910-672-1416
Political Science .....	910-672-1573
Psychology.....	910-672-1413
Sociology.....	910-672-1122
Biology .....	910-672-1691
Criminal Justice .....	910-672-2271
Mathematics .....	910-672-1294
Master of Social Work .....	910-672-1210

## Academic Calendars

Fall 2011 Semester		
April 11	Monday	Pre-registration begins
July 29	Friday	Pre-registration ends
August 1	Monday	Bill clearance deadline for pre-registered students (5:00 pm) Pre-registration canceled for students who do not make initial payment or have financial aid completed.
August 8	Monday	Registration begins
August 10	Wednesday	Bronco Kick-Off Faculty-staff conference
August 13	Saturday	New students arrive
August 17	Wednesday	Registration ends
August 18	Thursday	First day of classes
August 18	Thursday	Late registration begins (\$20.00 fee)
August 24	Wednesday	Late registration ends; tuition and fees will not be reduced for withdrawals from individual classes after this date. No charge for classes dropped before this deadline; students are not permitted to attend classes for which they are not registered.
August 25	Thursday	Interim grading period begins Faculty assign grades of X (No Show); EA (Excessive Absences); F (Failure).
August 25	Thursday	Class withdrawals begin Undergraduate students are permitted to withdraw from no more than five courses with no impact on GPA. Hours included in attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") No adjustment of tuition and fees for withdraw
August 25	Thursday	University withdrawal (withdrawal from all classes) begins WU grades for all classes with no impact on GPA. Hours counted as attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") Tuition/fees may be adjusted based on date of WU. See "Expenses" for WU refund schedule. Students wh
August 26	Friday	Last day to submit health insurance waiver Students who do not submit health insurance waiver by this date will be charged for university health insurance.
August 30	Tuesday	Deadline for X (No-Show) grades Faculty assign X grade to students on class roster, but who have never attended.
September 5	Monday	Labor Day University closed
September 9	Friday	Issuance of financial aid refunds begin
September 20	Tuesday	Fall Convocation 2:00 pm
October 6	Thursday	Midterm exams begin

October 7	Friday	Interim grading period ends Faculty assign interim grades to no-show student status at midterm.
October 12	Wednesday	Midterm exams end
October 15	Saturday	Homecoming
October 17	Monday	Midterm break begins No classes - university open
October 18	Tuesday	Midterm break ends No classes - university open
October 28	Friday	Deadline for removing incomplete grades from previous semester Incomplete grades become F grades after this date
October 28	Friday	Deadline for withdrawing from class(es) Undergraduate students are permitted to withdraw from no more than five courses with no impact on GPA. Hours counted as attempted hours. No adjustment of tuition and fees for withdrawal from individual classes.
November 11	Friday	Veteran's Day University closed
November 16	Wednesday	Deadline for withdrawing from the university (all classes) WU grades for all classes with no impact on GPA. Hours counted as attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") Tuition/fees may be adjusted based on date of WU. See "Expenses" for WU refund schedule. Students wh
November 24	Thursday	Thanksgiving Holiday University closed
November 25	Friday	Thanksgiving Holiday University closed
November 28	Monday	Final exams for graduating seniors begin
December 2	Friday	Last day of classes
December 3	Saturday	Final exams begin (for students not graduating)
December 3	Saturday	Final exams for graduating seniors end
December 5	Monday	Final grades for graduating seniors due
December 9	Friday	Final exams end (for students not graduating)
December 10	Saturday	Commencement (9:00 am)
December 12	Monday	Final grades due for students not graduating
December 26	Monday	Christmas Holidays begin University closed
December 27	Tuesday	Christmas Holidays end University closed

Fall 2011 Eight-Week Term I		
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April 11	Monday	Pre-registration begins
July 29	Friday	Pre-registration ends

## 8 – Academic Calendars

August 1	Monday	Bill clearance deadline for pre-registered students (5:00 pm) Pre-registration canceled for students who do not make initial payment or have financial aid completed.
August 8	Monday	Registration begins
August 10	Wednesday	Bronco Kick-Off Faculty-staff conference
August 17	Wednesday	Registration ends
August 18	Thursday	First day of classes
August 18	Thursday	Interim grading period begins Faculty assign grades of X (No Show); EA (Excessive Absences); F (Failure)
August 18	Thursday	Late registration begins (\$20.00 fee)
August 24	Wednesday	Late registration ends; tuition and fees will not be reduced for withdrawals from individual classes after this date. No charge for classes dropped before this deadline; students are not permitted to attend classes for which they are not registered.
August 25	Thursday	Class withdrawals begin Undergraduate students are permitted to withdraw from no more than five courses with no impact on GPA. Hours included in attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") No adjustment of tuition and fees for withdraw
August 25	Thursday	University withdrawal (withdrawal from all classes) begins WU grades for all classes with no impact on GPA. Hours counted as attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") Tuition/fees may be adjusted based on date of WU. See "Expenses" for WU refund schedule. Students wh
August 26	Friday	Last day to submit health insurance waiver Students who do not submit health insurance waiver by this date will be charged for university health insurance.
August 30	Tuesday	Deadline for X (No-Show) grades Faculty assign X grade to students on class roster, but who have never attended.
September 5	Monday	Labor Day University closed
September 9	Friday	Issuance of financial aid refunds begin
September 20	Tuesday	Fall Convocation 2:00 pm
September 23	Friday	Interim grading period ends Faculty assign interim grades to show student status at midterm.
September 30	Friday	Deadline for withdrawing from class(es) Undergraduate students are permitted to withdraw from no more than five courses with no impact on GPA. Hours counted as attempted hours. No adjustment of tuition and fees for withdrawal from individual classes.
October 5	Wednesday	Deadline for withdrawing from the university (all classes) WU grades for all classes with no impact on GPA. Hours counted as



		attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") Tuition/fees may be adjusted based on date of WU. See "Expenses" for WU refund schedule. Students wh
October 12	Wednesday	Last day of classes Final exams are given on last day of classes in 8-week classes.
October 14	Friday	Final grades due

Fall 2011 Eight-Week Term II		
April 11	Monday	Pre-registration begins
July 29	Friday	Pre-registration ends
August 1	Monday	Bill clearance deadline for pre-registered students (5:00 pm) Pre-registration canceled for students who do not make initial payment or have financial aid completed.
August 10	Wednesday	Registration begins
August 17	Wednesday	Registration ends
October 6	Thursday	Registration begins for Term II only
October 12	Wednesday	Registration ends for Term II only
October 13	Thursday	First day of classes
October 13	Thursday	Late registration begins (\$20.00 fee)
October 17	Monday	Late registration ends; tuition and fees will not be reduced for withdrawals from individual classes after this date. No charge for classes dropped before this deadline; students are not permitted to attend classes for which they are not registered.
October 18	Tuesday	Class withdrawals begin Undergraduate students are permitted to withdraw from no more than five courses with no impact on GPA. Hours included in attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") No adjustment of tuition and fees for withdraw
October 21	Friday	Interim grading period begins Faculty assign grades of X (No Show); EA (Excessive Absences); F (Failure).
November 11	Friday	Veteran's Day University closed
November 15	Tuesday	Interim grading period ends Faculty assign interim grades to show student status at midterm.
November 23	Wednesday	Deadline for withdrawing from class(es) Undergraduate students are permitted to withdraw from no more than five courses with no impact on GPA. Hours counted as attempted hours. No adjustment of tuition and fees for withdrawal from individual classes.
November 24	Thursday	Thanksgiving Holiday University closed
November 25	Friday	Thanksgiving Holiday

10 – Academic Calendars

		University closed
November 28	Monday	Final exams for graduating seniors begin
December 1	Thursday	Deadline for withdrawing from the university (all classes) WU grades for all classes with no impact on GPA. Hours counted as attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") Tuition/fees may be adjusted based on date of WU. See "Expenses" for WU refund schedule. Students wh
December 3	Saturday	Final exams for graduating seniors end
December 5	Monday	Final grades for graduating seniors due
December 8	Thursday	Last day of classes Final exams are given on last day of classes in 8-week classes.
December 9	Friday	Final grades due for students not graduating
December 10	Saturday	Commencement (9:00 am)
December 26	Monday	Christmas Holidays begin University closed
December 27	Tuesday	Christmas Holidays end University closed
January 2	Monday	New Year's Day OSP Date - Not Yet Approved by Cabinet

Spring 2012 Semester		
October 31	Monday	Pre-registration begins
December 2	Friday	Pre-registration ends
December 5	Monday	Bill clearance deadline for pre-registered students (5:00 pm) Pre-registration canceled for students who do not make initial payment or have financial aid completed.
December 12	Monday	Registration begins
January 2	Monday	New Year's Day OSP Date - Not Yet Approved by Cabinet
January 3	Tuesday	College/School/Department meetings
January 6	Friday	Registration ends
January 7	Saturday	First day of classes
January 7	Saturday	Interim grading period begins Faculty assign grades of X (No Show); EA (Excessive Absences); F (Failure).
January 7	Saturday	Late registration begins (\$20.00 fee)
January 13	Friday	Last day to submit health insurance waiver Students who do not submit health insurance waiver by this date will be charged for university health insurance.
January 13	Friday	Late registration ends; tuition and fees will not be reduced for withdrawals from individual classes after this date. No charge for classes dropped before this deadline; students are not

		permitted to attend classes for which they are not registered.
January 14	Saturday	Class withdrawals begin Undergraduate students are permitted to withdraw from no more than five courses with no impact on GPA. Hours included in attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") No adjustment of tuition and fees for withdraw
January 14	Saturday	University withdrawal (withdrawal from all classes) begins WU grades for all classes with no impact on GPA. Hours counted as attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") Tuition/fees may be adjusted based on date of WU. See "Expenses" for WU refund schedule. Students wh
January 16	Monday	Martin Luther King, Jr. Birthday Holiday University closed
January 20	Friday	Deadline for X (No-Show) grades Faculty assign X grade to students on class roster, but who have never attended.
January 26	Thursday	Issuance of financial aid refunds begin
February 25	Saturday	Midterm exams begin
March 2	Friday	Midterm exams end
March 3	Saturday	Midterm break begins No classes - university open
March 5	Monday	Interim grading period ends Faculty assign interim grades to show student status at midterm.
March 9	Friday	Midterm break ends No classes - university open
March 23	Friday	Deadline for removing incomplete grades from previous semester Incomplete grades become F grades after this date
March 23	Friday	Deadline for withdrawing from class(es) Undergraduate students are permitted to withdraw from no more than five courses with no impact on GPA. Hours counted as attempted hours. No adjustment of tuition and fees for withdrawal from individual classes.
April 6	Friday	Spring Holiday University closed
April 20	Friday	Deadline for withdrawing from the university (all classes) WU grades for all classes with no impact on GPA. Hours counted as attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") Tuition/fees may be adjusted based on date of WU. See "Expenses" for WU refund schedule. Students wh
April 23	Monday	Final exams for graduating seniors begin
April 27	Friday	Last day of classes
April 28	Saturday	Final exams for graduating seniors end
April 28	Saturday	Final exams begin (for students not graduating)
April 30	Monday	Final grades for graduating seniors due
May 4	Friday	Final exams end (for students not graduating)

## 12 – Academic Calendars

May 5	Saturday	Commencement (9:00 am)
May 7	Monday	Final grades due for students not graduating
May 7	Monday	Post-school Conference Faculty-staff conference
May 8	Tuesday	Post-school Conference Faculty-staff conference

<b>Spring 2012 Eight-Week Term III</b>		
October 31	Monday	Pre-registration begins
December 2	Friday	Pre-registration ends
December 5	Monday	Bill clearance deadline for pre-registered students (5:00 pm) Pre-registration canceled for students who do not make initial payment or have financial aid completed.
December 12	Monday	Registration begins
January 6	Friday	Registration ends
January 7	Saturday	First day of classes
January 7	Saturday	Late registration begins (\$20.00 fee)
January 13	Friday	Late registration ends; tuition and fees will not be reduced for withdrawals from individual classes after this date. No charge for classes dropped before this deadline; students are not permitted to attend classes for which they are not registered.
January 13	Friday	Last day to submit health insurance waiver Students who do not submit health insurance waiver by this date will be charged for university health insurance.
January 14	Saturday	Class withdrawals begin Undergraduate students are permitted to withdraw from no more than five courses with no impact on GPA. Hours included in attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") No adjustment of tuition and fees for withdraw
January 14	Saturday	University withdrawal (withdrawal from all classes) begins WU grades for all classes with no impact on GPA. Hours counted as attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") Tuition/fees may be adjusted based on date of WU. See "Expenses" for WU refund schedule. Students wh
January 16	Monday	Martin Luther King, Jr. Birthday Holiday University closed
January 17	Tuesday	Interim grading period begins Faculty assign grades of X (No Show); EA (Excessive Absences); F (Failure).
January 20	Friday	Deadline for X (No-Show) grades Faculty assign X grade to students on class roster, but who have never attended.
January 26	Thursday	Issuance of financial aid refunds begin

February 10	Friday	Deadline for withdrawing from class(es) Undergraduate students are permitted to withdraw from no more than five courses with no impact on GPA. Hours counted as attempted hours. No adjustment of tuition and fees for withdrawal from individual classes.
February 15	Wednesday	Interim grading period ends Faculty assign interim grades to show student status at midterm.
February 24	Friday	Deadline for withdrawing from the university (all classes in term) WU grades for all classes with no impact on GPA. Hours counted as attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") Tuition/fees may be adjusted based on date of WU. See "Expenses" for WU refund schedule. Students wh
February 29	Wednesday	Last day of classes Final exams are given on last day of classes in 8-week classes.
March 2	Friday	Final grades due

Spring 2012 Eight-Week Term IV		
October 31	Monday	Pre-registration begins
December 2	Friday	Pre-registration ends
December 5	Monday	Bill clearance deadline for pre-registered students (5:00 pm) Pre-registration canceled for students who do not make initial payment or have financial aid completed.
December 12	Monday	Registration begins
January 6	Friday	Registration ends
March 5	Monday	Registration begins for Term IV only
March 9	Friday	Registration ends for Term IV only
March 10	Saturday	First day of classes
March 10	Saturday	Late registration begins (\$20.00 fee)
March 13	Tuesday	Late registration ends; tuition and fees will not be reduced for withdrawals from individual classes after this date. No charge for classes dropped before this deadline; students are not permitted to attend classes for which they are not registered.
March 14	Wednesday	Class withdrawals begin Undergraduate students are permitted to withdraw from no more than five courses with no impact on GPA. Hours included in attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") No adjustment of tuition and fees for withdraw
March 19	Monday	Interim grading period begins Faculty assign grades of X (No Show); EA (Excessive Absences); F (Failure).
April 6	Friday	Spring Holiday University closed
April 13	Friday	Interim grading period ends

14 – Academic Calendars

		Faculty assign interim grades to show student status at midterm.
April 13	Friday	Deadline for withdrawing from class(es) Undergraduate students are permitted to withdraw from no more than five courses with no impact on GPA. Hours counted as attempted hours. No adjustment of tuition and fees for withdrawal from individual classes.
April 20	Friday	Deadline for withdrawing from the university (all classes) WU grades for all classes with no impact on GPA. Hours counted as attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") Tuition/fees may be adjusted based on date of WU. See "Expenses" for WU refund schedule. Students wh
April 23	Monday	Final exams for graduating seniors begin
April 28	Saturday	Final exams for graduating seniors end
April 30	Monday	Final grades for graduating seniors due
May 4	Friday	Last day of classes Final exams are given on last day of classes in 8-week classes.
May 5	Saturday	Commencement (9:00 am)
May 7	Monday	Final grades due for students not graduating
May 7	Monday	Post-School Conference Faculty-staff conference
May 8	Tuesday	Post-School Conference Faculty-staff conference

Intersession 2012 May 16-June 1 (12 Days)		
April 9	Monday	Pre-Registration begins
April 28	Saturday	Pre-Registration ends
May 7	Monday	Registration begins
May 15	Tuesday	Registration ends
May 16	Wednesday	First day of classes
May 16	Wednesday	Class withdrawals begin Undergraduate students are permitted to withdraw from no more than five courses with no impact on GPA. Hours included in attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") No adjustment of tuition and fees for withdraw
May 16	Wednesday	University withdrawal (withdrawal from all classes) begins WU grades for all classes with no impact on GPA. Hours counted as attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") Tuition/fees may be adjusted based on date of WU. See "Expenses" for WU refund schedule. Students wh
May 17	Thursday	Interim grading period begins Faculty assign grades of X (No Show); EA (Excessive Absences); F (Failure). Deadline for X (No Show) Grades for those who have never attended.

May 23	Wednesday	Interim grading period ends Faculty assign interim grades to show student status at midterm.
May 23	Wednesday	Deadline for withdrawing from class(es) Undergraduate students are permitted to withdraw from no more than five courses with no impact on GPA. Hours counted as attempted hours. No adjustment of tuition and fees for withdrawal from individual classes.
May 25	Friday	Deadline for withdrawing from the university (all classes) WU grades for all classes with no impact on GPA. Hours counted as attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") Tuition/fees may be adjusted based on date of WU. See "Expenses" for WU refund schedule. Students who
May 28	Monday	Memorial Day Holiday University closed
June 1	Friday	Last day of classes / Final Exams
June 5	Tuesday	Final grades due

<b>Summer I 2012 June 2-June 29 Session (4 Weeks)</b>		
April 9	Monday	Pre-Registration begins
April 28	Saturday	Pre-Registration ends
May 7	Monday	Registration begins
June 3	Sunday	Registration ends
June 4	Monday	First day of classes
June 4	Monday	Interim grading period begins Faculty assign grades of X (No Show); EA (Excessive Absences); F (Failure).
June 4	Monday	Late registration begins (\$20.00 fee)
June 8	Friday	Late registration ends; tuition and fees will not be reduced for withdrawals from individual classes after this date. No charge for classes dropped before this deadline; students are not permitted to attend classes for which they are not registered.
June 8	Friday	Deadline for X (No-Show) grades Faculty assign X grade to students on class roster, but who have never attended.
June 9	Saturday	Class withdrawals begin Undergraduate students are permitted to withdraw from no more than five courses with no impact on GPA. Hours included in attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") No adjustment of tuition and fees for withdraw
June 9	Saturday	University withdrawal (withdrawal from all classes) begins WU grades for all classes with no impact on GPA. Hours counted as attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") Tuition/fees may be adjusted based on date of WU. See "Expenses" for WU refund schedule. Students who

16 – Academic Calendars

June 15	Friday	Interim grading period ends Faculty assign interim grades to show student status at midterm.
June 18	Monday	Deadline for withdrawing from class(es) Undergraduate students are permitted to withdraw from no more than five courses with no impact on GPA. Hours counted as attempted hours. No adjustment of tuition and fees for withdrawal from individual classes.
June 22	Friday	Deadline for withdrawing from the university (all classes) WU grades for all classes with no impact on GPA. Hours counted as attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") Tuition/fees may be adjusted based on date of WU. See "Expenses" for WU refund schedule. Students who
June 29	Friday	Last day of classes / Final Exams
July 3	Tuesday	Final grades due

Summer Eight-Week 2012 Session - June 6-August 5 (8 Weeks)		
April 9	Monday	Pre-Registration begins
April 28	Saturday	Pre-Registration ends
May 7	Monday	Registration begins
June 3	Sunday	Registration ends
June 4	Monday	First day of classes
June 4	Monday	Interim grading period begins Faculty assign grades of X (No Show); EA (Excessive Absences); F (Failure).
June 4	Monday	Late registration begins (\$20.00 fee)
June 8	Friday	Late registration ends; tuition and fees will not be reduced for withdrawals from individual classes after this date. No charge for classes dropped before this deadline; students are not permitted to attend classes for which they are not registered.
June 9	Saturday	Class withdrawals begin Undergraduate students are permitted to withdraw from no more than five courses with no impact on GPA. Hours included in attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") No adjustment of tuition and fees for withdrawa
June 9	Saturday	University withdrawal (withdrawal from all classes) begins WU grades for all classes with no impact on GPA. Hours counted as attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") Tuition/fees may be adjusted based on date of WU. See "Expenses" for WU refund schedule. Students who
June 13	Wednesday	Deadline for X (No-Show) grades Faculty assign X grade to students on class roster, but who have never attended.
July 2	Monday	Summer break begins



July 4	Wednesday	July 4 Holiday University closed
July 9	Monday	Summer break ends Classes resume
July 9	Monday	Interim grading period ends and grades are due Faculty assign interim grades to show student status at midterm.
July 10	Tuesday	Deadline for withdrawing from class(es) Undergraduate students are permitted to withdraw from no more than five courses with no impact on GPA. Hours counted as attempted hours. No adjustment of tuition and fees for withdrawal from individual classes.
July 27	Friday	Deadline for withdrawing from the university (all classes in term) WU grades for all classes with no impact on GPA. Hours counted as attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") Tuition/fees may be adjusted based on date of WU. See "Expenses" for WU refund schedule. Students who
August 3	Friday	Last day of classes Final exams are given on last day of classes in 8-week classes.
August 7	Tuesday	Final grades due

<b>Summer II 2012 July 11-August 5 Session (4 Weeks)</b>		
April 9	Monday	Pre-Registration begins
April 28	Saturday	Pre-Registration ends
May 7	Monday	Registration begins
July 8	Sunday	Registration ends
July 9	Monday	First day of classes
July 9	Monday	Interim grading period begins Faculty assign grades of X (No Show); EA (Excessive Absences); F (Failure).
July 9	Monday	Late registration begins (\$20.00 fee)
July 13	Friday	Late registration ends; tuition and fees will not be reduced for withdrawals from individual classes after this date. No charge for classes dropped before this deadline; students are not permitted to attend classes for which they are not registered.
July 13	Friday	Deadline for X (No-Show) grades Faculty assign X grade to students on class roster, but who have never attended.
July 14	Saturday	Class withdrawals begin Undergraduate students are permitted to withdraw from no more than five courses with no impact on GPA. Hours included in attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") No adjustment of tuition and fees for withdrawa
July 14	Saturday	University withdrawal (withdrawal from all classes) begins

18 – Academic Calendars

		WU grades for all classes with no impact on GPA. Hours counted as attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") Tuition/fees may be adjusted based on date of WU. See "Expenses" for WU refund schedule. Students who
July 20	Friday	Interim grading period ends and grades are due Faculty assign interim grades to show student status at midterm.
July 23	Monday	Deadline for withdrawing from class(es) Undergraduate students are permitted to withdraw from no more than five courses with no impact on GPA. Hours counted as attempted hours. No adjustment of tuition and fees for withdrawal from individual classes.
July 27	Friday	Deadline for withdrawing from the university (all classes in term) WU grades for all classes with no impact on GPA. Hours counted as attempted hours for financial aid eligibility. (See "Satisfactory Academic Progress.") Tuition/fees may be adjusted based on date of WU. See "Expenses" for WU refund schedule. Students who
August 3	Friday	Last day of classes / Final Exams
August 7	Tuesday	Final grades due

# General Information

## **Mission Statement**

Fayetteville State University (FSU) is a public comprehensive regional university that promotes the educational, social, cultural, and economic transformation of southeastern North Carolina and beyond. The primary mission of FSU is to provide students with the highest quality learning experiences that will produce global citizens and leaders as change agents for shaping the future of the State. Awarding degrees at the baccalaureate and master's levels, and the doctorate in educational leadership, FSU offers programs in teacher education, the arts and sciences, health professions, business and economics, and unique and emerging fields. FSU is an institution of opportunity and diversity. Committed to excellence in teaching, research, scholarship, and service, the university extends its services and programs to the community, including the military, and other educational institutions throughout North Carolina, the nation, and the world.

(Approved FSU Board of Trustees, Oct. 31, 2008)

## **FSU Vision Statement**

"Fayetteville State University is a leading institution of opportunity and diversity committed to developing learned and responsible global citizens."

## **FSU Core Identity Statement**

Fayetteville State University is a historically black university founded in 1867 as the Howard School by seven black men for the purpose of educating black children. FSU has a tradition of excellence in teacher education and is the second oldest state supported school in North Carolina. The student body, faculty, and staff today rank among the nation's most diverse campus communities. With program expansion, the university has strong undergraduate and graduate programs in teacher education, the arts and sciences, health professions, business and economics, and is developing programs in unique and emerging fields. FSU has a tradition of collaboration with the Fayetteville/Fort Bragg-Pope Air Force Base community, and renders services throughout southeastern North Carolina. FSU has a tradition of an affordable education and of preparing students to be life-long learners, to be responsible citizens, and to render selfless service to mankind.

## **FSU Core Values**

### **Student Success and the Pursuit of Excellence**

We believe in student success and the obligation of the university to provide the highest quality learning experiences and academic programs to facilitate student success, intellectual and cultural growth, excellence in scholarship, leadership, and ethical standards.

### **Shared Governance**

We believe in shared governance, fiscal responsibility, a commitment to life-long learning, and professional development for faculty, staff, and students.

**Global Responsibility**

We believe in respect for diversity, global responsibility, conservation of natural resources, and a commitment to sustainability.

**Collaboration**

We believe in outreach, partnerships with educational institutions, engagement with the military and the community, economic transformation of the state, and service to others.

**Administration  
Board of Trustees**

Trustee	Term Expires	Trustee	Term Expires
Mr. John B. (Ben) Brown, Jr. Greensboro	11**	Mrs. Juanita Pilgrim Fayetteville	13**
Mrs. Gloria A. Moore-Carter Fayetteville	11**	Mr. Jermaine Pittman Fayetteville	(Ex-Officio, 2010-2011)
Mr. Jerry C. Dean Fayetteville	13**	Mrs. Sylvia Ray Fayetteville	13**
Dr. Shirish D. Devasthali Fayetteville	13***	Dr. J. Wayne Riggins Fayetteville	13***
Dr. John R. Griffin, Jr. Fayetteville	11**	Dr. Lucy Vidal-Barreto Cary	11***
Mr. Terence Murchison Clover, SC	13**	Dr. Ruth Dial Woods Pembroke	11***
		Mr. Roosevelt Wright Roseboro	11**
**UNC Board of Governors' Appointee		*** Governor's Appointee	

**Administrative Officers**

Name	Degrees	Title
James A. Anderson	B.A., Ph.D.	Chancellor
Jon Young	B.A., M.A., Ph.D.	Provost and Vice Chancellor for Academic Affairs
Janice Haynie	B.A., M.S., Ph.D.	Vice Chancellor for Student Affairs
Thomas E. H. Conway	B.S., M.S., Ph.D.	Vice Chancellor and Chief of Staff
Robert L. Botley	B.S.	Vice Chancellor for Business and Finance

Arasu Ganesan	B.A., M.B.A.	Vice Chancellor for Information Technology
Arthur G. Affleck	B.S., M.A., J.D.	Vice Chancellor for Development and University Relations
Wanda D. Lessane Jenkins	B.B.A., M.B.A., J.D.	University Legal Counsel
David Barlow	B.S., MS., Ph.D	Dean, College of Arts and Sciences
Assad Tavakoli	B.A., M.B.A., Ph.D.	Dean, School of Business and Economics
LaDelle Olion	B.S., M.A., Ph.D.	Dean, Graduate School
Leontye L. Lewis	B.S., M.Ed., Ph.D	Dean, School of Education

### History

In 1867, seven Black men - Matthew N. Leary, A. J. Chesnutt, Robert Simmons, George Grainger, Thomas Lomax, Nelson Carter, and David A. Bryant - paid \$136 for two lots on Gillespie Street and converted themselves into a self-perpetuating Board of Trustees to maintain this property permanently as a site for the education of Black children in Fayetteville. General O. O. Howard of the Freedman's Bureau, one of the best-known friends of Black education, erected a building on this site, and the institution became known as the Howard School.

By a legislative act of 1877, the North Carolina General Assembly provided for the establishment of a Normal School for the education of Black teachers. The Howard School was chosen as the most promising because of its successful record during the previous ten years. It was designated a teacher training institution, and its name was changed to the State Colored Normal School. Five Administrative Officers served for relatively short periods until 1899: Robert L. Harris, Charles W. Chesnutt, Ezekiel E. Smith, George Williams, and the Rev. L. E. Fairley.

In 1899, Dr. Smith returned to the institution. Under his administration, the school grew from three rooms in a small frame structure to a physical plant of ten buildings on a fifty-acre tract of land. In order to pay for the land, Dr. Smith, along with F. D. Williston, E. N. Williams, J. G. Smith and Dr. P. N. Melchor, endorsed a note for \$3,000.00. The note was renewed several times and eventually paid off by Dr. Smith, who later deeded the land to the State. Dr. Smith retired in 1933 at the age of 80 with more than 40 years of service to the institution.

Dr. J. Ward Seabrook succeeded Dr. Smith and under his presidency the school became Fayetteville State Teachers College, thereafter being authorized to grant the Bachelor of Science degree in Education. The college received both state and regional accreditation in 1947.

Dr. Seabrook retired in 1956 and was succeeded by Dr. Rudolph Jones. During his administration, the curriculum was expanded to include majors in secondary education and programs leading to degrees outside the teaching field. The name of the school was changed to Fayetteville State College in 1963. Also, under the leadership of Dr. Jones, six additions were made to the physical plant to accommodate a rapidly expanding enrollment.

In 1969, the institution acquired its present name, "Fayetteville State University," and Dr. Charles "A" Lyons, Jr. was elected president. By a legislative act, Fayetteville State University became a constituent institution of the University of North Carolina System in 1972 and Dr. Lyons became its first chancellor. During his tenure, the curriculum was expanded to include a variety of both baccalaureate and master's level programs. In addition, the Fort Bragg-Pope AFB Extension Center, in conjunction with the Weekend and Evening College, was established in order to provide military personnel and other persons employed full-time with the opportunity to further their education. The general academic structure took its present configuration in 1985 when the university became a Comprehensive Level I Institution. In addition to expanding program offerings and services, eight buildings were added to the physical plant during this period.

On January 1, 1988, Dr. Lloyd V. Hackley became the seventh Chief Executive Officer of the university. In his seven years as Chancellor, the university expanded its master's level program offerings to

include biology, business administration, education, English, history, mathematics, psychology, sociology, and teaching; FSU's first doctoral program in Educational Leadership was established; and, baccalaureate program offerings were also increased to include 36 disciplines in the arts and sciences, business and economics, and education. The addition of the \$6.3 million ultra-modern School of Business and Economics Building, and the new \$10.9 million Health and Physical Education Building, underscored Dr. Hackley's commitment to FSU's continued expansion and growth.

Chancellor Hackley strengthened FSU's community outreach to at-risk children in the public schools, establishing numerous scholarship and tutoring/mentoring programs to encourage more young people to aspire to academic excellence and a college education. FSU's first major public capital campaign was also completed during Dr. Hackley's tenure, which enabled the university to increase the number of privately funded scholarships. On December 31, 1995, Dr. Hackley left his post to become President of the North Carolina Department of Community Colleges, the first African-American to lead the state's system of 59 community colleges. Dr. Donna J. Benson, Associate Vice President for Academic Affairs of the University of North Carolina served as Interim Chancellor from January 1, 1995 to November 15, 1995.

Dr. Willis McLeod, a 1964 graduate of Fayetteville State University, was appointed Chancellor on November 15, 1995. Dr. McLeod is the ninth Chief Executive Officer of the 130-year-old institution, and the first alumnus to serve as Chancellor since FSU became a constituent of The University of North Carolina in 1972. Dr. McLeod earned his master's and doctoral degrees in school administration from the University of Virginia, and has over 30 years of experience in education as a teacher, assistant superintendent, and superintendent of public school systems in Virginia, Louisiana, and North Carolina.

Several major initiatives were established by Dr. McLeod. The "Freshman Year Initiative," (or F.Y.I.) a program designed to enhance students' educational outcomes, was initiated in fall 1996; new outreach efforts aimed at forging stronger community ties and involving the community in University life have been undertaken; campus improvements such as expansion of the Rudolph Jones Student Center and master planning to accommodate an expected enrollment increase of 50%; and Dr. McLeod was instrumental in forming a regional partnership of public school, community college, and university leaders to focus on strengthening the educational pipeline from pre-school to post-graduate studies.

Dr. T. J. Bryan assumed the position of Chancellor on July 1, 2003. The tenth chief executive officer of the university, Dr. Bryan is the first woman to serve as chancellor and the first African-American woman selected to lead a constituent institution of the University of North Carolina. Dr. Bryan earned the B.A. and M.A. from Morgan State College and the Ph.D. from the University of Maryland at College Park. Prior to appointment as chancellor, she served as a faculty member, department chair, and dean at Coppin State College. She also served as Associate Vice President for Academic Affairs for the University System of Maryland and Vice President for Academic and Student Affairs for the Pennsylvania State System of Higher Education.

Dr. Bryan's top priorities include developing new academic programs, obtaining specialized accreditation, strengthening student recruitment and support programs, establishing a first-rate international studies program, increasing funding from external sources, and improving physical facilities. Under her leadership, a four-year nursing program and an Honors Program were established.

Dr. James A. Anderson was named the 11th Chief Executive Officer of Fayetteville State University on March 7, 2008. Dr. Anderson, who comes to FSU from the University of Albany in New York, began his duties as Chancellor of the state's second-oldest public institution on June 9, 2008. The appointment was made by Erskine Bowles, President of the 17-campus University of North Carolina System.

### **Administration of the University of North Carolina**

#### **The Board of Governors**

Jim W. Phillips, Jr., Chairman  
J. Craig Souza, Vice Chairman  
Patsy P. Perry, Secretary

**Class of 2007**

Brent D. Barringer  
 R. Steve Bowden  
 F. Edward Broadwell, Jr.  
 Williams L. Burns, Jr.  
 John W. Davis III  
 Peter D. Hans  
 Charles A. Hayes  
 Peter Keber  
 Adelaide Daniels Key  
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 Patsy B. Perry  
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 Estelle W. Sanders  
 Priscilla P. Taylor

**Class of 2009**

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 Peaches Gunter Blank  
 Laura W. Buffaloe  
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 Ray S. Farris  
 Dudley E. Flood  
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 H. Frank Grainger  
 Charles H. Mercer, Jr.  
 Fred G. Mills  
 Jim W. Phillips  
 Irvin A. Roseman  
 William G. Smith  
 J. Craig Souza  
 J. Bradley Wilson  
 David W. Young

**Emeritus Members**

James E. Holshouser, Jr.

**Ex-Officio Member**

Derek T. Pantiel

**History of the University of North Carolina**

In North Carolina, all the public educational institutions that grant baccalaureate degrees are part of the University of North Carolina. Fayetteville State University is one of the 16 constituent institutions of the multi-campus state university.

The University of North Carolina, chartered by the N.C. General Assembly in 1789, was the first public university in the United States to open its doors and the only one to graduate students in the eighteenth century. The first class was admitted in Chapel Hill in 1795. For the next 136 years, the only campus of the University of North Carolina was at Chapel Hill.

In 1877, the N.C. General Assembly began sponsoring additional institutions of higher education, diverse in origin and purpose. Five were historically black institutions, and another was founded to educate American Indians. Several were created to prepare teachers for the public schools. Others had a technological emphasis. One is a training school for performing artists.

In 1931, the N.C. General Assembly redefined the University of North Carolina to include three state-supported institutions: the campus at Chapel Hill (now the University of North Carolina at Chapel Hill), North Carolina State College (now North Carolina State University at Raleigh), and Woman's College (now the University of North Carolina at Greensboro). The new multi-campus University operated with one board of trustees and one president. By 1969, three additional campuses had joined the University through legislative action: the University of North Carolina at Charlotte, the University of North Carolina at Asheville, and the University of North Carolina at Wilmington.

In 1971, the General Assembly passed legislation bringing into the University of North Carolina the state's ten remaining public senior institutions, each of which had until then been legally separate: Appalachian State University, East Carolina University, Elizabeth City State University, Fayetteville State University, North Carolina Agricultural and Technical State University, North Carolina Central University, the North Carolina School of the Arts, Pembroke State University, Western Carolina University, and Winston-Salem State University. This action created the current 16-campus University. (In 1985, the North Carolina School of Science and Mathematics, a residential high school for gifted students, was declared an affiliated school of the University; and in 1996 Pembroke State University was renamed The University of North Carolina at Pembroke through legislative action.)

The UNC Board of Governors is the policy-making body legally charged with the general determination, control, supervision, management, and governance of all affairs of the constituent institutions.

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It elects the president, who administers the University. The 32 voting members of the Board of Governors are elected by the General Assembly for four-year terms. Former board chairmen and board members who are former governors of North Carolina may continue to serve for limited periods as non-voting members emeriti. The president of the UNC Association of Student Governments, or that student's designee, is also a non-voting member.

Each of the 16 constituent institutions is headed by a chancellor, who is chosen by the Board of Governors on the president's nomination and is responsible to the president. Each institution has a board of trustees, consisting of eight members elected by the Board of Governors, four appointed by the governor, and the president of the student body, who serves ex-officio. (The NC School of the Arts has two additional ex-officio members.) Each board of trustees holds extensive powers over academic and other operations of its institution on delegation from the Board of Governors.

### **Institutional Memberships and Accreditations**

The university holds institutional membership and/or accreditation in the following agencies and professional organizations:

Academy of Criminal Justice Sciences  
The Adult Education Association, U.S.A.  
American Association for Counseling and Development  
The American Association for Colleges and Universities (AAC&U)  
The American Association of Colleges and Schools for Teacher Education (AACTE)  
The American Association of State Colleges and Universities (AASCU)  
The American Council on Education (ACE)  
Association for Continuing and Higher Education (ACHE)  
Association to Advance Collegiate Schools of Business (AACSB)  
The Central Intercollegiate Athletic Association (CIAA)  
Commission on Collegiate Nursing Education (CCNE)  
Council for Advancement and Support of Education (CASE)  
Council of Graduate Departments of Psychology  
Council of Graduate Schools (CGS)  
Council of Historically Black Graduate Schools  
Council on Social Work Education  
International Police Executive Symposium  
The National Alliance of Business  
National Association for Equal Opportunity in Higher Education (NAFEO)  
National Association for Student Financial Aid Administrators (NASFAA)  
The National Association of Business Teacher Education  
The National Collegiate Athletic Association (NCAA)  
The National Council for Accreditation of Teacher Education (NCATE)  
The National League of Nursing (NLN)  
The North Carolina Association of Colleges and Universities  
North Carolina Board of Nursing  
North Carolina Day Care Association  
The North Carolina Department of Public Instruction (DPI)  
The Servicemen's Opportunity College (SOC)  
The Southern Association of Colleges and Schools (SACS)  
The Southern Conference of Graduate Schools (SCGS)



## Centers and Programs

### Center for Continuing Education

The Center for Continuing Education extends the teaching, consultative, and research resources of Fayetteville State University into the local community. These resources, in concert with all other appropriate resources, are molded into an organized effort to meet the unique educational needs of individuals within the adult population who have either completed or interrupted their formal education, and to assist people in the area to identify and develop new, expanded, or improved approaches to the solution of community problems.

All extended learning activities at Fayetteville State University are categorized as Continuing Education Units (CEU)/Teacher Renewal Credit (TRC), academic credit, or non-credit. Such activities are designed to serve individuals needing further professional/career development; various forms of public affairs education; personal enrichment and cultural development; and skills training to meet the needs of professions or careers. Most non-credit continuing education activities are related to community service and include special programs affecting community-wide problems.

Consistent with the educational standards of the Southern Association of Colleges and Schools and the University of North Carolina, all continuing education activities sponsored or co-sponsored by Fayetteville State University are organized under responsible and capable direction and are subject to systematic evaluation. For further information call (910) 672-1228/1229.

### Center for Economic Education

The Center for Economic Education is a non-profit and non-partisan institutional entity committed to promoting and imparting economic education primarily in southeastern North Carolina. The center is affiliated with The North Carolina Council of Economic Education and the National Council of Economic Education. The objectives of the center are fivefold:

1. To improve on- and off campus teaching of economics, with particular emphasis on pre-service and in-service teacher training;
2. To consult with local schools, educational agencies, and community groups on matters relating to curriculum content, materials, and strategies;
3. To conduct research in economic education and disseminate updated information on economic issues in the community;
4. To mobilize community interest and support by developing cooperative working relationships with other groups committed to economic education;
5. To develop and distribute appropriate materials useful in the economic education effort.

For further information call 910-672-1618.

### Curriculum Learning Resource Laboratory

Located in the Charles Waddell Chesnutt Library, the Curriculum Learning Resource Laboratory is designed to provide educational resources and equipment for pre-service and in service teachers, and faculty. The collections include state adopted textbooks, kits, films, transparencies, North Carolina state competencies, and audio-visual aids. For further information call 910-672-1391.

### Distance Learning Center

The mission of the Distance Learning Center is to provide opportunities to faculty, staff, students, and external agencies in Southeastern North Carolina to participate in interactive classes and teleconferences via the North Carolina Information Highway (NCIH) and North Carolina Research Educational Network (NC-REN). Located in the Telecommunications Center, the Distance Learning Center offers convenient and cost-effective interactive access to a broad range of quality educational programming. Through the Center the university can acquire complete telecourses, short courses, audio-visual resources, training programs, and live teleconferences. These programs can be used in a variety of ways to increase distance learning

opportunities, enrich classroom instruction, update faculty and administrators, expand community service, and enhance professional and career education. For further information call 910-672-1888.

### **Early Childhood Learning Center**

The Fayetteville State University Early Childhood Learning Center, which serves children from three years through five years of age, is under the direction of the School of Education. It was established in the Fall of 1970 to provide early childhood education majors an opportunity to become familiar with young children and their characteristics, and to enable the translation of theoretical concepts into practical application. In addition to being a center for the training of early childhood personnel, the Early Childhood Learning Center also provides a learning environment that will help young children develop to their maximum potential physically, intellectually, socially, and emotionally.

The Early Childhood Learning Center serves not only the university, but the Fayetteville community as well, through its acceptance of children of either sex, children from any ethnic or religious orientation, and children with mildly handicapping physical and mental conditions.

The Cumberland County Department of Social Service Day Care unit refers as many of its Day Care applicants as space permits. The Developmental Evaluation Center refers children to the Center on an individual basis. The Early Childhood Learning Center holds the State of North Carolina, Department of Revenue Privilege License; State of North Carolina - Child Day Care "A" License; Level Two Certificate of Approval (Federal) from the Department of Human Resources - State of North Carolina Division of Social Service for Day Care of Children; and the North Carolina Department of Public Instruction Kindergarten/Early Childhood Division Certification. For further information call 672-1281/1282.

### **Educational Opportunity Centers Program**

The Educational Opportunity Centers Program (EOC) is one of several educational outreach programs established by Fayetteville State University to improve educational outcomes and the quality of life in the Cape Fear Region. Funded by the U.S. Department of Education, the program's purpose is to increase the availability of educational information and assistance to high school graduates, traditional and non-traditional students, and college dropouts, who wish to continue their education. Professional advisors are available to assist participants in establishing educational goals and making career choices. Participants also receive information on college admission requirements, the college application process, and assistance obtaining financial aid. All services are free to U.S. citizens 19 years and older, who meet eligibility requirements.

If you live in Cumberland, Harnett, Hoke, Robeson, or Sampson County, and are interested in the Educational Opportunity Centers Program, contact the main office in the Helen T. Chick Building, Room 224, or call (910) 672-1171 or 1-800-572-3646 for additional information.

### **Educational Talent Search Program**

Fayetteville State University's Educational Talent Search Program is funded by the U.S. Department of Education for the purpose of providing academic support services to middle and high school students who meet the federal eligibility criteria. The program is designed to serve fourteen (14) targeted middle and high schools in Cumberland, Harnett, and Hoke counties in North Carolina. The goal of the program is to provide eligible students with academic support services and activities that will enhance their academic skills. These services will ensure that the participants complete high school and also enroll in and complete programs of postsecondary education.

Enrolled participants receive a variety of academic, educational and career support services, such as Tutoring in English, Reading, Math, Science and other subject areas; personal, academic, educational, social and career counseling; supplementary academic skills workshops; guidance on secondary school reentry and entry to programs of postsecondary education; exposure to careers in which disadvantaged individuals are particularly underrepresented; visits to college campuses and exposure to cultural events and other

educational activities; assistance in preparing for college entrance examinations; assistance in completing college admissions and financial aid applications; orientation workshops for the parents of the program's participants; drug awareness and teenage pregnancy prevention programs; mentoring programs involving the University's faculty, staff, and students.

Prospective students who are interested in the Educational Talent Search Program are encouraged to visit the Special Programs Office in the Helen T. Chick Building, Room 108, or call 910-672-1686.

### **Fine Arts Resource Center**

Housed in room 145 of the Rosenthal Building, the Fine Arts Resource Center (FARC) is a library and computer laboratory for music and the visual arts. The library section consists of records, tapes, musical scores, videos, filmstrips, and books (on music and art). It also includes equipment for viewing or listening to certain library materials, all of which are available on a check in/out basis. The computers in the FARC supplement classroom instruction by offering music history, theory and composition programs, as well as art-authoring and art history software for students in the visual arts. For further information call 910-672-1439.

### **Fort Bragg-Pope Air Force Base Center**

Fayetteville State University offers a program of higher education to serve the nearby military installations. The proximity of the Fort Bragg-Pope Air Force Base Center, and the flexibility of the university programs, offer maximum opportunities for interested and qualified personnel to pursue their education while in service, either as part-time or full-time students. Additional information may be obtained by writing to the Director of the Fort Bragg-Pope AFB Center, Box 70156, Fort Bragg, North Carolina 28307-5000 or call 910-497-9111.

### **GEAR UP**

Fayetteville State University's GEAR UP (Gaining Early Awareness & Readiness for Undergraduate Programs) Program is funded by the U.S. Department of Education for the purpose of providing academic support services to middle and high school students. The program serves students who attend Luther "Nick" Jeralds Middle School and E.E. Smith High School. The program uses a cohort approach, by enrolling into the program each successive year all incoming 6<sup>th</sup> grade students at Luther "Nick" Jeralds Middle. The program continues to serve all of the students in each cohort as they progress toward high school graduation. The goal of the program is to provide eligible students with academic support services and activities that will enhance their academic skills, thereby ensuring that these students will complete high school and enroll in and complete programs of post-secondary education. GEAR UP services to students include: in-school and after-school tutoring, enrichment camps, academic support workshops, summer camps, after-school college clubs, job-shadowing, mentoring, academic advising, career and cultural field trips, and tours of colleges throughout the United States. Services to parents include: college planning and financial aid workshops, and personal advisement on how to prepare their child for college. School personnel services include: professional development opportunities for teachers and administrators to help raise expectations for teachers and students. For further information, call 910-672-1034.

### **Honors Program**

The primary goal of the Honors Program is to prepare high-ability students for the graduate school and professional school through courses and activities that focus on academic preparation, cultural enrichment, and leadership development. Central to the honors academic experience are honors classes, which are limited usually to 15-20 students to facilitate dialogue among and between students as well as between students and faculty members. Students are required to take responsibility for their learning. Collaboration, rather than competition, is encouraged. The ultimate goal in the honors classroom is to provide students with opportunities to take risks in a "safe" environment and encourage them to develop to

their fullest potential. The Honors Program also includes the frequent use of primary sources, the offering of interdisciplinary courses, and the integration of experiential learning with theoretical and applied experiences in the classroom. For more information about the Honors Program, visit the university's website, [www.unctsu.edu/honors/](http://www.unctsu.edu/honors/) or call 910-672-2153.

### **Mathematics and Science Education Center**

One of ten mathematics and science education centers in the University of North Carolina system is located at Fayetteville State University. These centers are responsible for providing in-service training and continuing education for public school teachers in the fields of technology, mathematics and science. The center operates on a year-round basis. Activities in mathematics, science (life, earth, and physical sciences), technology use, and mathematics and science methods are included. Academic credit and Continuing Education Units (CEU)/Teacher Renewal Credits (TRC) are available through semester courses, one-day workshops, one-week intensive training, seminars, and other formats to fit the needs of teachers and school systems. The center's programs are specially aimed at the following:

1. Increasing the supply of qualified mathematics and science teachers;
2. Strengthening instruction in the elementary/ middle grades and high school programs in mathematics and science;
3. Increasing effective use of educational technologies at all levels of instruction;
4. Increasing the pool of minorities and women in the mathematics and sciences; and
5. Encouraging business and industry to cooperate with public schools and institutions of higher learning in assessing mathematics and science needs in order to increase the relevance of programs for teachers.

Tuition waiver scholarships are available to participants in some center-supported programs. Scholarships range from partial to full tuition, depending upon program implementation costs. For further information call 910-672-1669.

### **Public Radio WFSS 91.9 FM**

Radio Station WFSS is owned and operated by Fayetteville State University. The mission of the station is to serve as an integrated, functioning part of the ongoing service provided by the university to the people in the southeastern region of the state of North Carolina. The primary purpose of WFSS is to provide an educational, informational, and cultural broadcasting service for the people living within the station's coverage area and thereby to fulfill the responsibilities the university has assumed as the licensee of a broadcasting station. A second purpose is to provide a training laboratory for University students. Through their participation in the creation and distribution of WFSS programs, students may become qualified for volunteer services and future professional positions in broadcasting. WFSS also works with the Southeastern North Carolina Radio Reading Service to provide reading services to the visually impaired population in the fourteen counties coverage area. WFSS has a commitment and a legal obligation to ascertain the needs and interests of the residents of the communities in the region served by the station. To help fulfill those needs and interests, WFSS will continue to develop and broadcast programs and program materials. For further information or a program guide call 910-672-1381.

### **Residence Life**

Residence hall life provides students a unique experience that will enhance their overall education at Fayetteville State University. The residence halls at FSU provide amenities that are comparable to home. All rooms have cable television connections, are fully furnished, have individually controlled heat and air conditioning, and have local telephone service with long distance capabilities. Most residence halls are equipped with wide-screened televisions, computers, study rooms, and living learning laboratories. Students choose from a variety of living options in one of nine residence halls. Most students are permitted to choose

their own roommates. Residence hall applications are included in the letter of acceptance from the Office of Admissions. For further information, call (910)672-1284.

### **Rosenthal Gallery**

The Rosenthal Gallery, located in the Rosenthal Building, is operated under the Department of Performing and Fine Arts. The gallery installs temporary exhibitions of regional, national and international works, includes FSU faculty and student exhibitions, and hosts an annual High School Competition and an annual National Competition. The Rosenthal Gallery is a supplement to the curriculum through exhibits, lectures and seminars, and serves as a cultural component of the campus and the region.

### **Servicemen's Opportunity College**

Fayetteville State University is a Servicemen's Opportunity College. The Servicemen's Opportunity College is a network of institutions across the country and overseas that have recognized and have responded to expectations of servicemen and women for adult continuing education.

### **Small Business and Technology Development Center**

The Small Business and Technology Development Center (SBTDC) is a business development service of The University of North Carolina system. The SBTDC provides management counseling and educational services to small and mid-sized businesses in all of North Carolina's 100 counties. SBTDC services target established firms, high-growth companies, and start-up businesses and help them meet today's challenges, manage change, and plan for the future.

The SBTDC employs over 50 management counselors in 17 offices across North Carolina -- each affiliated with a college or university. Services are well defined and are designed to meet the clients' needs. The primary focus of the SBTDC is management counseling, addressing issues including financing, marketing, human resources, operations, business planning, and feasibility assessment. The SBTDC also provides targeted, research-based educational products which are focused on change management, strategic performance, and leadership development for your management team, board members, and employees. In addition, the SBTDC offers specialized market development assistance in government procurement, international business, marine trade services, and technology development and commercialization. These services are specifically designed to aid growing companies in expanding their markets and increasing competitiveness. For further information, please call the SBTDC's FSU campus office at 910-672-1627.

### **Study Abroad Program**

The Fayetteville State University Study Abroad Program provides opportunities for students to study in a number of foreign countries while receiving college credits and practical experience. The program provides study opportunities abroad during the Fall and Spring semesters and Summer sessions.

Current programs with academic institutions abroad include: The University of Buca-Cameroon (West Africa); International Business and Marketing Courses in England offered through the University of Evansville; the University of Science and Technology-Kumasi, Ghana (West Africa); Universidad Nacional Pedro Henriquez Urena-Santo Domingo, the Dominican Republic; the Universidad Autonoma del Estado de Morelos: Centro de Estudios Linguisticos y Multiculturales-Cuernavaca, Mexico; and the University of Granada-Granada Spain. In addition to these programs, special arrangements can be made for students to study in many other institutions abroad on the basis of their interests.

All study abroad transactions must be coordinated by and processed through the Study Abroad Program Office, and approved by the Director of International Programs. Admission is open to university students in at least their sophomore year with a good academic standing (GPA of at least 2.5). Graduate students and secondary school teachers are also eligible. Application forms can be obtained from the Study

Abroad Office, Room 205B, Joseph Knuckles Science Building, or for further information, call 910-672-1483.

### **Summer School Program**

The summer school program at Fayetteville State University is organized primarily for students desiring to make progress toward fulfilling requirements for undergraduate and graduate degrees. The curricula provided during the summer sessions are equivalent to those offered during regular semesters. The Bachelor of Arts, Bachelor of Science, Master of Arts, Master of Business Administration, and Associate of Arts degrees are available through the College of Arts and Sciences, School of Business and Economics, and School of Education.

The summer program is separated into two distinct sessions to accommodate the needs of the following groups of students: a) graduates of accredited high schools who are planning to enter the freshman class, b) undergraduate students who are meeting degree requirements at Fayetteville State University, c) visiting undergraduate students who desire to take courses for transfer to their home institutions, d) teachers and administrators who are planning to meet state certification requirements, and e) other students who desire courses for personal development or special education through attendance at weekend and evening classes and/or Monday-Friday classes. In addition, the university offers a program of higher education during the summer to serve military personnel and their dependents through the Fort Bragg-Pope Air Force Base University Center.

### **Teaching Licensure Opportunities for Transitioning Soldiers**

Fayetteville State University, in cooperation with the Fort Bragg Education Center, offers a program of Teacher Licensure Opportunities for Transitioning Soldiers (TLOTS) through the School of Education. This program allows transitioning soldiers who have a maximum of two years of active duty remaining and hold at least a B.A. or B.S. degree to enroll in a teacher licensure program. For program requirements, contact the School of Education.

### **University Library**

The Charles Waddell Chesnut Library is the central research facility for Fayetteville State University and the surrounding community. Named for Charles Waddell Chesnut, who was the third president of the institution and the first successful African-American novelist, the library is a four-level contemporary building providing nearly 80,000 square feet of space, seating for approximately 800 patrons, and a capacity for 500,000 volumes and over one million items of microform. The library currently has in its holdings in excess of 226,000 volumes; 21,422 reels of microfilm; 890,000 pieces of microfiche; 3,195 periodicals; and 56 newspapers. It is also a selective depository for state and federal documents.

The Chesnut Library meets the informational needs of the university community by offering a variety of services and special features. These include the following: electronic ordering in the acquisitions area; on-line cataloging and circulation system; remote access to its on-line public access catalog; access to Internet; local area network for CD-ROMS; fax machine; computerized information retrieval; audio-visual production; microform reading and copying facilities; computer terminals; microcomputers for users; media listening, viewing, and videotaping capabilities; and small, medium, and large group-study rooms, seminar rooms, and the J. C. Jones Boardroom. There are numerous displays and exhibits throughout the building.

The library also has an Archives and Special Collections area. The Archives section is responsible for maintaining a collection of official records, manuscripts, and materials relating to Fayetteville State University. The Special Collections section contains the papers and materials of Charles Waddell Chesnut, James Ward Seabrook, and other African-Americans and individuals who have made noteworthy contributions to southeastern North Carolina. The Special Collections section also includes selected materials by and about African-Americans. These materials are available to scholars and researchers from the university and the community.

Professional and support staff are available to assist patrons with the on-line public access catalog, circulation, reference, and Inter-Library Loan services, and to provide informational tours, lectures, and classroom instruction. Extensive use is made of electronic databases and networks in the retrieval of information (e.g., NC LIVE, FirstSearch, Internet) for use by library users.

Each student enrolled at the university receives an identification card that also serves as the Library Card for borrowing materials. In addition, all students are provided library brochures that acquaint them with the facilities, services, rules, and regulations governing use of the library and library materials. A handbook is also provided as a guide to the efficient use of the library.

Members of the public may gain access to Chesnutt Library services by joining the "Friends of the Charles W. Chesnutt Library." For information, call 910-672-1232.

### **University Police and Public Safety**

Fayetteville State University strives to provide students with reasonable security while they are pursuing academic study and living in University residence halls. The Fayetteville State University Police Department is a campus law enforcement agency authorized by the Board of Trustees under Chapter 116 of the North Carolina General Statutes with full police powers equivalent to those of a Municipal Police Agency.

The department is organized in three divisions: The Operations Division provides police patrol and crime prevention services to the campus twenty-four hours a day; the Administrative Division provides investigation services as well as twenty-four hour emergency telephone and police dispatch services; and the Traffic and Parking Division performs campus parking permit and parking citation functions. Night escort services between campus buildings may be requested by calling 672-1295. Answers to questions regarding parking may be requested 8:00 a.m. to 5:00 p.m., Monday through Friday by calling 672-1341.

### **University Testing Services**

University Testing Services is a clearinghouse of information about testing and assessment resources. Scanning and scoring of test documents, surveys, and questionnaires are regularly provided as well as assistance with test administration. University Testing Services offers many programs and services to the Fayetteville State University and local communities. These services include computerized placement testing, computer-based interest and personality assessments, computerized test preparation for standardized tests such as the GRE, GMAT, SAT, and a comprehensive collection of assessment resources, including reference books and video presentations for test taking and study skills development.

Nationally administered test programs such as the Graduate Record Examination, Scholastic Assessment Tests, Graduate Management Admission Test, the PRAXIS Series Examinations, the Law School Admission Test, the Miller Analogies Test, the CLEP tests, and TOEFL are administered through University Testing Services.

In Fall 1998, University Testing Services became a Computer-Based Test site as it migrated to computer-based testing for some of its national test programs, including GRE, GMAT, NBPTS, the PRAXIS (Pre-Professional Skills Test), and the TOEFL. Computer-based testing is now available year-round. Examination candidates may make an appointment for a computer-based test by calling a toll-free number (refer to program specific Information Registration Bulletin) or University Testing Services at 672-1815 or 672-1301.

University Testing Services provides accommodations for examination candidates with special needs in accordance with the test administration provisions of the Americans with Disabilities Act (ADA). In order to reasonably accommodate an individual with a special need, the test center must be informed in advance of the testing appointment. To test under special conditions, the examination candidate must make arrangements with the testing company sponsoring the examination.

University Testing Services is a member of the National Collegiate Testing Association (NCTA), the Consortium of College Test Centers, the National Council on the Measurement in Education. UTS also endorses the *Professional Standards and Guidelines for Postsecondary Test Centers* and is guided by *Fair Test Policies* and the *Code of Fair Testing Practices*.

### **Upward Bound Program**

Fayetteville State University's Upward Bound Program is funded by the U.S. Department of Education for the purpose of providing academic support services to high school students who meet the federal eligibility criteria. The program is designed to serve seven (7) target high schools (9-12) in Cumberland, Harnett and Hoke Counties, in North Carolina. In order to meet the selection criteria, students must be from low-income families, potential first generation college students and/or disabled. The goal of the program is to provide eligible students with academic support services and activities that will enhance their academic skills, thereby ensuring that these students will complete high school and enroll in and complete programs of post secondary education. The Upward Bound program consists of a nine-month Academic Year Component, a six-week residential summer component for program participants, and a Summer Bridge Program for recent high school graduates who participated in Upward Bound. For further information, call 910-672-1126.

### **Veterans Affairs**

The Veterans Affairs Office, under the direction of the Student Support Services Department, is located in the Harris School of Business and Economics Building. This institution is approved by the North Carolina State Approving Agency for the enrollment of persons eligible for education assistance benefits from the United States Department of Veterans Affairs (VA). For information about monetary benefits contact the U.S. Department of Veterans Affairs Regional Office in Winston-Salem, NC at 1-800-827-1000. For information about the available programs at this institution contact the Campus Veterans Assistant Specialist at 910-672-1628.



## Admissions

Applicants seeking to pursue graduate study at Fayetteville State University will be considered for admission in one of five (5) distinct categories of students:

- 1) admitted to degree seeking at the doctoral or master's levels;
- 2) admitted at graduate certificate level;
- 3) admitted at teacher licensure level;
- 4) accepted as provisional at the master's level;
- 5) accepted as professional development level.

**All students (degree seeking or non-degree seeking) holding a baccalaureate degree from an accredited college or university who attend Fayetteville State University are classified as graduate students. Thus, students seeking a doctoral degree, master's degree, graduate level certificate, teacher licensure, and professional development all are designated as graduate students and are required to pay graduate student fees. Students seeking a second undergraduate degree are classified as undergraduate students.**

Prospective students are advised to review each of these categories and follow the application guidelines delineated below that are appropriate to their personal, academic, and career goals. Degree-seeking applicants must also consult the appropriate section in this catalog for further application and admission guidelines for specific degree programs.

**All application materials should be submitted to the appropriate address listed below.**

Individuals seeking to enroll in courses for graduate degrees, graduate certificates, teacher licensure, or professional development must submit applications to:

**The Graduate School  
Fayetteville State University  
1200 Murchison Road  
Fayetteville, North Carolina 28301-4298  
(910) 672-1374  
Fax: (910) 672-1470**

**Website: [www.uncfsu.edu/graduateschool](http://www.uncfsu.edu/graduateschool)**

To ensure an admission decision prior to the desired semester of entry, applicants must submit all applications materials by the appropriate priority deadline listed below. Applicants who submit applications after priority deadlines will be considered for admission as provisional or professional development students. See application guidelines below for further information.

<b>Priority Deadlines for Application to Graduate Degree and Teacher Licensure Programs*</b>		
<b>College of Arts and Sciences</b>	<b>Admission for Fall Semester</b>	<b>Admission for Spring Semester</b>
Biology, Master of Science (M.S.)	April 15	October 15
Criminal Justice, Master of Science (M.S.)	April 15	October 15
Mathematics, Master of Science (M.S.)	April 15	October 15
Psychology, Master of Art (M.A.)	March 1	NA---Fall admit only
English, Master of Arts (M.A.)	April 15	October 15
Political Science, Master of Arts (M.A.)	April 15	October 15

Social Work, Master of Social Work (M.S.W.)	January 15	NA – Fall admit only
Sociology, Master of Arts (M.A.)	April 15	October 15
<b>School of Business and Economics</b>	<b>Admission for Fall Semester</b>	<b>Admission for Spring Semester</b>
Master of Business Administration (M.B.A.)	April 15	October 15
<b>School of Education</b>	<b>Admission for Fall Semester</b>	<b>Admission for Spring Semester</b>
Educational Leadership, Doctor of Education (Ed.D.)	April 1	N.A. - Fall admit only
Master of Arts in Teaching (M.A.T.)	April 15	October 15
Master of Education (M.Ed.)	April 15	October 15
Master of School Administration (M.S.A)	April 1	N.A. – Fall admit only

\*Deadlines apply only to U.S. citizens. International students should see page 35 for application deadlines.

Inquiries about specific graduate programs should be directed to the following graduate program coordinator/director:

<b>Programs</b>	<b>Contact Individual</b>	<b>Phone Number and E-mail Address</b>
Biology	<a href="#">Dr. Philip Senter</a>	910-672- 1304 psenter@uncfsu.edu
Business Administration (MBA)	Dr. Assad Tavakoli	910-672- 1197 atavakoli@uncfsu.edu
Criminal Justice	Dr. Lorenzo Boyd	910-672-2193 Lboyd3@uncfsu.edu
Educational Leadership (Ed.D.)	Dr. Abul Pitre	910-672-1725/1731 apitre@uncfsu.edu
Elementary Education	Dr. Sandra Shorter	910-672-1538 sshorter@uncfu.edu
Mathematics	Dr. Frank Nani	910-672-1793 fnani@uncfsu.edu
Middle Grades Education; Secondary Education; Special Education	Dr. Kimberly Burton-Smith	910-672-1181/1182 ksmith@uncfsu.edu
Psychology (Counseling)	Dr. Mei-Chuan Wang	910-672-2289 mwang@uncfsu.edu
Psychology (Experimental)	Dr. Thomas Van Cantfort	910-672-1413 tvancantfort@uncfsu.edu
Reading Education	Dr. Priscilla Manarino-Leggett	910-672-1586 pleggett@uncfsu.edu
School Administration	Dr. Theodore Kaniuka	910-672-1636/1731 tkaniuka@uncfsu.edu
Social Work (MSW)	Ms. Tamara Carter	910-672-1763 tcarter6@uncfsu.edu
Sociology	Dr. Akbar Aghajanian	910-672-2927 aaghajanian@uncfsu.edu

### **Guidelines for Applicants to the Doctorate in Educational Leadership (Ed.D.) Program**

Applicants for admission to the Ed.D. Program in Education Leadership are evaluated on the basis of their potential for success as doctoral students and future educational leaders. A completed application consists of the following:

- A completed graduate admission application
- A \$35.00 nonrefundable application fee
- Official transcripts of all college/university work
- A score on the GRE taken within the last five years
- Three letters of recommendation (not older than two years)
- A personal interview
- A portfolio of professional growth submitted directly to the Ed.D. Program

In addition to the applications for admission, applicants for the Ed.D. Program must also submit a portfolio of professional growth (see program description for further information) directly to:

Ed.D. Program  
 School of Education  
 Fayetteville State University  
 1200 Murchison Road  
 Fayetteville, NC 28301-4298  
 (910) 672-1810

**Application Deadline:** To be considered for admission to the Ed.D. Program, applicants must submit all required application materials by April 1 for admission for the fall semester. Applications submitted after the deadline will be considered for admission for the following fall semester. Students are admitted by cohorts in the fall semester. For specific requirements and procedures for matriculation through the program, applicants should contact the Director of the Ed.D. Program, the department chair, or the Ed.D. Student Handbook.

### **Guidelines for Applicants to Master's Degree Programs**

Students who apply for admission to graduate programs must have a baccalaureate degree from an accredited institution. Students must also have an overall minimum 2.5 grade point average on a 4.00 scale for all undergraduate study, or a minimum 2.75 grade point average on a 4.0 scale for the last sixty (60) hours of study, which may include no more than twelve (12) hours of graduate study.

Applicants also must meet the additional established requirements for admission to the degree program to which they are applying. Applicants for admission to master's degree programs who hold a baccalaureate degree from an accredited institution must meet the established minimum requirements for admission to a degree seeking program. Applicants for admission to master's degree programs are evaluated on the basis of their potential to engage successfully in graduate study as reflected in the overall academic record, letters of recommendation, and official scores on the GRE, MAT, or GMAT. Applicants should consult the program descriptions for specific requirements regarding grade point average (GPA), test scores, and other considerations. A complete application for degree-seeking applicants consists of the following:

1. A completed graduate admission application.
2. A \$35.00 non-refundable application fee.
3. Official baccalaureate degree transcript
4. Official transcripts of all graduate study from accredited universities and colleges.

5. Letters of recommendations from persons qualified to evaluate the applicant's abilities to pursue graduate study. Letters must not be older than two (2) years. See degree program for specific requirements.
6. A copy of current licensure held (To be submitted only by applicants to teacher education programs.)
7. Official scores from the Graduate Record Examinations (GRE), Miller Analogies (MAT) or the Graduate Management Admissions Test (GMAT). Scores must not be older than five (5) years at the time of application. See degree program for specific examination required.
8. Written Statements – required by some programs. See degree program for specific requirements.
9. Interview required by some programs. See degree program for specific requirements.
10. Resume or curriculum vita required by some programs. See degree program for specific requirements.
11. International students are required to submit additional application materials. Please see section below.
12. Students should see the respective academic department for additional requirements.

**Priority Application Deadline:** Degree-seeking applicants whose applications are completed by the priority deadline listed above will receive an admission decision from the Dean of the Graduate School before the beginning of the desired semester of matriculation.

### **Provisional**

Applicants who intend to pursue a master's degree, hold a baccalaureate degree from an accredited institution, and meet the minimum cumulative grade point average required by the specific program but do not meet the established minimum requirements for admission may be accepted in provisional status to The Graduate School. Students accepted in provisional status are cautioned that they are not admitted to a degree-granting program of an academic department. Students in this category should fulfill the program admission requirements as soon as possible in order to be considered for admission. No more than twelve (12) semester hours of credit taken in the provisional status and approved by the advisor, department chair/program director, dean of the school or college, and the Dean of The Graduate School may be applied toward a graduate degree at Fayetteville State University. Once students in the provisional status have completed twelve (12) hours of course work, a hold will be placed on their accounts and further enrollment will be prohibited without a change of admission status. Students must contact The Graduate School to have the hold removed and to proceed beyond the twelve (12) hours of study. To be considered for provisional status, an applicant must submit the following to The Graduate School:

1. A completed graduate admission application.
2. A \$35.00 non-refundable application fee.
3. An official baccalaureate degree transcript indicating the program's minimum required cumulative grade point average.
4. Official transcripts of all graduate study from accredited universities and colleges.
5. A copy of current licensure held (To be submitted only by applicants to teacher education programs.)
6. Students should see the respective academic department for additional program requirements.

Once the applicant completes the admission packet, the information is forwarded to the appropriate department for review. Recommendations regarding provisional acceptance are made to The Graduate School, and the Dean of the Graduate School will notify students of the admission decision.

**Students accepted into provisional status are not eligible for financial aid.**

### **Professional Development (Non-degree Seeking)**

Individuals who do not intend to earn a graduate degree but who wish to enroll in graduate courses for the purposes of self-improvement or professional development may be accepted and given permission to enroll

as a professional development student in The Graduate School. Applicants who desire to enroll in courses for this purpose should submit the following to the Dean of The Graduate School:

1. A completed graduate admission application
2. A \$35.00 nonrefundable application fee
3. An official baccalaureate degree transcript and official transcripts from all other universities/colleges attended.

Enrollment in graduate courses as a professional development student is subject to the following conditions:

1. Admission as a professional development student does not ensure admission to a graduate degree or teacher licensure program.
2. Applicants admitted as professional development students who decide to seek admission to a degree program must submit another application for admission.
3. Professional development students will be permitted to enroll in a maximum of 12 semester hours, unless appropriate approval is obtained. Once twelve hours are earned, a hold will be placed on students' accounts preventing further registration.
4. No more than twelve credits earned as a professional development student may be applied to a graduate degree program (no more than six hours at the 600 level for MBA students).
5. Professional development students are not eligible for any type of financial aid, including scholarships, grants, loans, or work-study.

### Teacher Licensure

Individuals who have already completed a baccalaureate degree and who wish to pursue teacher licensure will be considered for admission into teacher licensure as a graduate student in a post-baccalaureate program. If admitted to the university, students should contact the department in which they seek licensure to apply for admission to the teacher education program.

Applicants who desire to enroll in courses to obtain a teacher license should submit the following to the Dean of The Graduate School:

1. A completed admission application.
2. A \$35.00 non-refundable application fee.
3. An official baccalaureate degree transcript and official transcripts from all other accredited universities/colleges attended.
4. Two letters of recommendation from persons qualified to evaluate the applicant's abilities to pursue graduate study. Letter must not be older than two (2) years.

Students should see the respective academic department for additional program requirements. The Dean of the Graduate School will notify students of their acceptance to the University. Once accepted to the university, students' application packets will be forwarded by The Graduate School to the School of Education. Applicants will be notified by the Direction of Teacher Education of the teacher licensure admission decision. Once students in the teacher licensure status have completed twelve (12) hours of course work, a hold will be placed on their accounts and further enrollment will be prohibited. Students must obtain an Enrollment Continuation Form from the Graduate School or the Graduate School website (<http://www.uncfsu.edu/graduateschool/>). The Graduate School will remove the hold once the signed form with approval is received. **Students admitted to the teacher licensure program are eligible for financial aid. (Note that students are not eligible for financial aid until they have been notified by the Director of Teacher Education that they are admitted to the teacher licensure program.)**

### Graduate Certificate

The graduate certificate is awarded for successful completion of a coherent program of study of at least twelve (12) semester credit hours proposed by a department and approved by The Graduate Council.

Students are admitted to a specific graduate certificate program and are advised by faculty in the department offering the graduate certificate. Once students in the graduate certificate status have completed the required number of hours for the certificate program, a hold will be placed on their accounts and further enrollment will be prohibited. In order to continue enrollment, students must contact the department chair/program director to obtain an Enrollment Continuation Form. The Graduate School will remove the hold once the signed form with approval is received. Students may apply credit earned at Fayetteville State University in the graduate certificate program toward a degree that they pursue either in conjunction with the graduate certificate or after the certificate has been awarded. To be applied to a degree program, graduate credit must be approved by the department chair/program director, the dean of school or college, and Dean of The Graduate School. Courses taken in a certificate program that are applied to a master's degree at Fayetteville State University cannot be more than six years old at the time of graduation from the degree program. Although a student may not ordinarily transfer hours from another institution into a certificate program, some programs may allow transfer of a maximum of six credit hours. The graduate certificate is awarded to students who have completed the specified program of study with a GPA of 3.0 or better from the time of enrollment in the first certificate course. **Students admitted to a certificate program are eligible for financial aid.**

Applicants who desire to enroll in courses to obtain a graduate certificate should submit the following to the Dean of The Graduate School:

1. A completed admission application.
2. A \$35.00 non-refundable application fee.
3. An official baccalaureate degree transcript and official transcripts from all other accredited universities/colleges attended.
4. Two letters of recommendation from persons qualified to evaluate the applicant's abilities to pursue graduate study.
5. Students should see the respective academic department for additional program requirements.

The Dean of the Graduate School will notify students of the admission decision.

### **Enrollment of Seniors in Graduate Level Courses**

Fayetteville State University students with senior classification in the College of Arts and Sciences and the School of Education may be permitted to enroll in 500-level classes. Students in the School of Business and Economics with senior classification may be permitted to register for 500 and 600 level courses. Undergraduates must meet the following criteria to be permitted to register for graduate level courses.:

- Students must have a G.P.A. of 3.0 or higher.
- Students must be eligible for graduation during the academic year in which they are registered for graduate courses.
- Students seeking enrollment in courses for graduate credit must obtain approval from their advisor, department chair, dean of the college/school in which the students are pursuing the major; and the Dean of The Graduate School.

Graduate courses taken by students to fulfill undergraduate degree requirements will not be recognized by the university for graduate credit. However, graduate courses taken by students for graduate credit may be used to fulfill graduate degree requirements. Undergraduate students registered for graduate courses may not take more than fifteen (15) credit hours per semester during the regular academic year or more than nine (9) credit hours in a summer session.

Undergraduate students enrolled in graduate level courses may earn no more than two (2) C grades in all graduate level courses. Students who earn an F grade or three (3) C grades in graduate level courses will not be permitted to take additional graduate level courses as an undergraduate student.

## International Students

Fayetteville State University welcomes applications from potential graduate students from other nations. An applicant is considered an international student if he or she does not hold U.S. citizenship or resident alien status. International students must submit each of the following:

- A completed application form with a non-refundable \$35.00 application fee in U.S. dollars.
- Certified copy of all post-secondary records, including marks (grades awarded) and grading scale with minimum passing mark. A certified English evaluation must accompany the original document. FSU prefers World Education Services (WES) but will also accept translations from the following other nationally recognized agencies: Education Evaluators International, Inc (EEI), or International Education Evaluations (IEE)
- Official TOEFL (Test of English as a Foreign Language) or IELTS (International English Language Testing) score report. The test score report should be no more than two years old.
- Students seeking a Graduate degree must submit an official copy of the test results from taking the Graduate Record Examinations (GRE), Miller Analogies Test (MAT) or Graduate Management Admissions Test (GMAT) – refer to program for specific requirements.
- Two/three Recommendation for Graduate School forms-refer to program for specific requirements.
- **The College Board International Student Certification of Finances Guidelines form**, no more than six months old, addressed to Fayetteville State University verifying the availability of funds to cover tuition, fees, and other direct costs associated with enrolling at the university.
- All documents must be received at least ninety (90) days prior to the semester of proposed study at Fayetteville State University.
- **IF** the applicant currently holds a VISA, a photocopy of the VISA must be submitted. In cases where the applicant is currently enrolled at another U.S. institution, they can submit a copy of their current I-20 **if it has been signed** by a designated official at the currently enrolled institution.

The application deadline for international students is March 1.

## Residence Status for Tuition Purposes

The basis for determining the appropriate tuition charge rests upon whether a student is a resident or nonresident for tuition purposes. Each student must make a statement as to the length of his or her residence in North Carolina, with assessment by the institution of that statement to be conditioned by the following.

**Residence** -To qualify as a resident for tuition purposes, a person must become a legal resident and remain a legal resident for at least twelve months immediately prior to classification. Thus, there is a distinction between legal residence and residence for tuition purposes. Furthermore, twelve months legal residence means more than simple abode in North Carolina. In particular, it means maintaining a domicile (permanent home of indefinite duration) as opposed to maintaining a mere temporary residence or abode incident to enrollment in an institution of higher education. The burden of establishing facts which justify classification of a student as a resident entitled to in-state tuition rates is on the applicant for such classification, who must show his or her entitlement by the preponderance (the greater part) of the residency information.

**Initiative** - Being classified a resident for tuition purposes is contingent on the student's seeking such status and providing all information that the institution may require in making the determination.

**Parents Domicile** - If an individual, irrespective of age, has living parent(s) or court-appointed guardian of the person, the domicile of such parent(s) or guardian is, prima facie, the domicile of the individual; but this prima facie evidence of the individual's domicile may or may not be sustained by other information. Further, non-domiciliary status of parents is not deemed prima facie evidence of applicant child's status if the applicant has lived (though not necessarily legally resided) in North Carolina for the five years preceding enrollment or re-registration.

**Effect of Marriage** - Marriage alone does not prevent a person from becoming or continuing to be a resident for tuition purposes, nor does marriage in any circumstance ensure that a person will become or continue to be a resident for tuition purposes. Marriage and the legal residence of one's spouse are, however, relevant information in determining residency intent. Furthermore, if both a husband and a wife are legal residents of North Carolina and if one of them has been a legal resident longer than the other, then the longer duration may be claimed by either spouse in meeting the twelve-month requirement for in-state tuition status.

**Military Personnel and Dependents** - A North Carolinian who serves outside the state in the armed forces does not lose North Carolina domicile simply by reason of such service. And students from the military may prove retention or establishment of residence by reference, as in other cases, to residency acts accompanied by residency intent.

Any active duty member of the armed services qualifying for admission to Fayetteville State University but not qualifying as a resident for tuition purposes shall be charged the in-state tuition rate and applicable mandatory fees for enrollment while the member of the armed services is abiding in this State incident to active military in North Carolina.

Any dependent relative of a member of the armed forces who is abiding in North Carolina will be eligible to pay the in-state tuition rate, if the dependent relative qualifies for admission to Fayetteville State University. In the event the member of the armed services is reassigned outside the State of North Carolina, the dependent relative shall continue to be eligible to receive in-state tuition and applicable mandatory fees so long as the dependent relative is continuously enrolled in a degree program.

To be considered for this benefit the applicant must submit a military residency application.

**Grace Period** - If a person (1) has been a bona fide legal resident of the required duration, (2) has consequently been classified as a resident for tuition purposes, and (3) has subsequently lost North Carolina legal residence while enrolled at a public institution of higher education, that person may continue to enjoy the in-state tuition rate for a grace period of twelve months measured from the date on which North Carolina legal residence was lost. If the twelve months ends during an academic term for which the person is enrolled at a State institution of higher education, the grace period extends, in addition, to the end of that term. The fact of marriage to one who continues domiciled outside North Carolina does not by itself cause loss of legal residence marking the beginning of the grace period.

**Minors** - Minors (persons under 18 years of age) usually have the domicile of their parents, but certain special cases are recognized by the residence classification statute in determining residence for tuition purposes.



- A. If a minor's parents live apart, the minor's domicile is deemed to be North Carolina for the time period(s) that either parent, as a North Carolina legal resident, may claim and does claim the minor as a tax dependent, even if other law or judicial act assigns the minors domicile outside North Carolina. A minor thus deemed to be a legal resident will not, upon achieving majority before enrolling at an institution of higher education, lose North Carolina legal residence if that person (1) upon becoming an adult, acts, to the extent that the person's degree of actual emancipation permits, in a manner consistent with bona fide legal residence in North Carolina and (2) begins enrollment at an institution of higher education not later than the fall academic term following completion of education prerequisite to admission at such institution.
- B. If a minor has lived for five or more consecutive years with relatives (other than parents) who are domiciled in North Carolina and if the relatives have functioned during this time as if they were personal guardians, the minor will be deemed a resident for tuition purposes for an enrolled term commencing immediately after at least five years in which these circumstances have existed. If under this consideration a minor is deemed to be a resident for tuition purposes immediately prior to his or her eighteenth birthday, that person on achieving majority will be deemed a legal resident of North Carolina of at least twelve months duration. This provision acts to confer in-state tuition status even in the face of other provisions of law to the contrary; however, a person deemed a resident of twelve months duration pursuant to this provision continues to be a legal resident of the State only so long as he or she does not abandon North Carolina domicile.

**Lost but Regained Domicile** - If a student ceases enrollment at or graduates from an institution of higher education while classified a resident for tuition purposes and then both abandons and reacquires North Carolina domicile within a twelve-month period, that person, if he or she continues to maintain the reacquired domicile into re-enrollment at an institution of higher education, may re-enroll at the in-state tuition rate without having to meet the usual twelve-month duration requirement. However, any one person may receive the benefit of this provision only once.

**Change of Status** - A student admitted to initial enrollment in an institution (or permitted to re-enroll following an absence from the institutional program which involved a formal withdrawal from enrollment) must be classified by the admitting institution either as a resident or as a nonresident for tuition purposes prior to actual enrollment. A residence status classification once assigned (and finalized pursuant to any appeal properly taken) may be changed thereafter (with corresponding change in billing rates) only at intervals corresponding with the established primary divisions of the academic year.

**Transfer Students** - When a student transfers from one North Carolina public institution of higher education to another, he or she is treated as a new student by the institution to which he or she is transferring and must be assigned an initial residence status classification for tuition purposes.

**Prevailing North Carolina Law** - General Statute (G.S.) 116-143.1 is the prevailing statute governing residence status classification. Copies of the applicable law and of the implementing regulations are available for review in the Office of Admissions, Room 01, Carlton J. Barber Administration Building.

## Expenses

### Tuition and Fees

Rates for tuition and fees are established by the North Carolina General Assembly, the University of North Carolina, the President of the University of North Carolina, and Fayetteville State University. The university reserves the right to change fees and expenses without prior notice to the students or the general public. Prior notification of change will be provided whenever possible.

The tuition and fees include state tuition (in-state and out-of-state rates), activities and service fees, and insurance. Additional charges for room and board are assessed to students who reside on campus. All students who reside on campus are required to purchase a meal plan. Optional meal plans are available to commuting students. In addition to these basic costs, other fees and expenses may be charged to students for special services. A complete list of current tuition, fees, and other expenses is available at the cashier's office or online at <http://www.uncfsu.edu/bursar/fees.htm>.

### Method of Payment

Tuition, fees, and room and board charges are due by the Bill Clearance date for each semester or term. Payments can be made by cash, cashiers check, personal check, money order, credit or debit card, third-party sponsors, or financial aid. Students planning to use financial aid to pay their bills must meet all financial aid application deadlines to ensure availability of funds at the time of registration. Students with an account balance after the Bill Clearance date will automatically be enrolled in a monthly payment plan with Tuition Management Systems (TMS) at a cost of \$45 to the student. Students can contact TMS at 1-888-463-6994 or online at [www.afford.com/uncfsu](http://www.afford.com/uncfsu) on or before the first day of class to allow for better payment options. The monthly payment plan is *not* available for summer sessions.

### Military Personnel and Dependents

Any active duty member of the armed services qualifying for admission to Fayetteville State University but not qualifying as a resident for tuition purposes shall be charged the in-state tuition rate and applicable mandatory fees for enrollment while the member of the armed services is abiding in this State incident to active military in North Carolina.

Any dependent relative of a member of the armed forces who is abiding in North Carolina will be eligible to be charged the in-state tuition rate if the dependent relative qualifies for admission to Fayetteville State University. In the event the member of the armed services is reassigned outside the State of North Carolina, the dependent relative shall continue to be eligible to receive in-state tuition and applicable mandatory fees so long as the dependent relative is continuously enrolled in a degree program.

To be eligible for the in-state tuition rate the applicant must submit a military residency application by the deadline established by the Admissions Office.

### Refunds/Adjustments of Tuition and Fees

Refunds and/or adjustments of tuition and fees will be made only to students who withdraw from **all** classes in which they are enrolled for the semester, and who complete the official process for withdrawing from the university. (See next section.) Students wishing to withdraw from all classes must initiate the withdrawal process by reporting to the Counseling Center located in room 131 of the W.R. Collins Building. **Students who fail to complete the official withdrawal process will not be eligible for any refund or adjustment of tuition, fee, or room and board charges. Ceasing class attendance does not constitute official withdrawal from the university.**

## Official University Withdrawal Process

Before deciding to withdraw from the university, a student should consult with his or her advisor to discuss the reasons for the withdrawal, and the student's plan for continuing his or her education. A student who wishes to withdraw from all classes must complete the official university withdrawal process, which is initiated in the Center for Personal Development located in the Spaulding Building, Room 155. The appropriate steps in the process are as follows:

Upon entering the Center for Personal Development, the student will be asked to have a conference with a counselor to discuss the reasons for the possible withdrawal. If unable to resolve the problems, the counselor will ask the student to complete the top portion of the withdrawal form.

If the student is a boarding student, he or she will be directed to the Housing Office to complete all steps for moving out of the residence hall.

A representative of the Center for Personal Development will contact the Office of Financial Aid to determine if the student is a financial aid loan recipient and if he or she has had a Federal Perkins Loan. Based on the student's status, the following actions will be taken: If the Financial Aid Office advises that the student does not have financial aid, he or she is directed to the Dean of The Graduate School's office. The Personal Development staff member will indicate on the withdrawal form the name of the Financial Aid staff member with whom he or she spoke.

If the Financial Aid representative indicates that the student has received any loans through our institution or previous institutions, but no Federal Perkins Loan funds, the student will be directed to a Financial Aid counselor for processing. Once the student has completed all financial requirements, he or she will then be directed to the Dean of The Graduate School.

If the Financial Aid representative indicates that the student has a Federal Perkins Loan, the student will be directed to the Federal Perkins area within the Business and Finance office. Once the appropriate Federal Perkins Loan documents are completed, a Federal Perkins Loan staff member will sign the withdrawal form and the student will then be directed to the Financial Aid office to complete the final exit form. Once completed, a Financial Aid counselor will direct the student to the Dean of The Graduate School. The student is responsible for securing the Dean of The Graduate School or designee's signature and submitting the completed form to the University Registrar's office for final processing. The official date of the student's withdrawal from the university is based on the date when the Registrar approves the form. Upon receiving the withdrawal form from the Registrar's office, the Business office will make the appropriate adjustment to the student's account and notify the student of any remaining balance or refund of tuition and fees paid.

When extreme emergencies prevent a student from completing the withdrawal process in person, he or she must call the Center for Personal Development at 910-672-1203 within two working days of his or her departure from the university, and request special permission to process the withdrawal by mail. The appropriate forms must be returned within one week from the date they are mailed to the student. The student will be required to submit a written justification along with the forms before they will be accepted by the university. All correspondence must be directed to the Center for Personal Development.

When extreme emergencies prevent a student from completing the withdrawal before the published deadline, the student must make the request for withdrawal from the university, in writing, to the Dean of The Graduate School. This request must include documentation of the circumstances that prevented the student from completing the process according to published deadlines. Such requests must be made by the end of the next regular semester after the semester for which the university withdrawal is requested.

The university will not make any refund of tuition/fees or room and board charges until four (4) weeks after the student completes the official withdrawal process. All refunds will be made by check. After the end of the official withdrawal period, which is ten (10) weeks for the Fall and Spring Semesters and four (4) weeks for the Summer Sessions, adjustments can be granted only if exceptional circumstances are documented. Also within the official withdrawal period, students may request an increased withdrawal adjustment if exceptional circumstances are documented. These requests must be submitted with the

appropriate documentation to the Vice Chancellor for Business and Finance. After an administrative review, the university will notify the student of its decision.

A student is not officially withdrawn from the university unless and until he/she has completed the withdrawal process. The official withdrawal date is the date the Registrar approves the form. The following adjustment schedules are based on the first day that classes officially begin and not when a student actually begins attending classes or completes the registration process. When a student withdraws, the university uses the schedule below to determine the percentage adjustment that will be made to the students tuition and fee cost. Once the students balance has been adjusted, the amount the student has paid will then be deducted from the students adjusted balance to determine if the student is due a refund or if there still remains an indebtedness to the university.

**Withdrawal Adjustment Schedule - All Semesters**

**NOTE: Withdrawal from ALL classes**

**(Adjustment includes Room and Board and is based on percentage of course completion)**

Prior to course start date to 6.5% complete	100%
6.6% to 13.0% course completion	90%
13.1% to 19.5% course completion	80%
19.6% to 26.0% course completion	70%
26.1% to 32.5% course completion	60%
32.6% to 39.0% course completion	50%
39.1% to 45.5% course completion	40%
45.6% to 52.0% course completion	30%
52.1% to 58.5% course completion	20%
58.6% to 65.0% course completion	10%
65.1% and Thereafter	0%

**Refunds/Adjustments for Individual Classes**

Tuition and fee adjustments will be made only for courses dropped during the university's designated drop/add periods. A student may complete an individual class withdrawal form after the close of the drop/add period, but no adjustment of tuition and fees will be made for withdrawing from individual classes. The drop/add and withdrawal procedures apply only to students enrolled in more than one class. Students enrolled in only one class who wish to drop or withdraw from that class must go through the official university withdrawal process outlined in the previous section. A full refund of tuition and fees will be made for classes canceled by the university.

**Room/Board Adjustments**

No adjustment of room and board charges will be made for any student who remains at the university, but who wishes to make housing changes (example: between residence halls, on/off campus) after the tenth week of the Fall or Spring Semesters. Additional room and board adjustments may be granted when a) the student withdraws from the university, b) the student is called for military deployment, c) a medical emergency, or d) a financial hardship, all dorm and meal plan adjustments require supporting documentation and must be approved by the Director of Residence Life or designee.

**Indebtedness to the University**

All indebtedness to the university must be satisfactorily settled before a diploma or transcript of record will be issued. A student who is indebted to the university will not be permitted to re-enroll in subsequent terms unless such indebtedness has been satisfied. A student who is delinquent in his/her

payment of a student education loan is treated as one indebted to the university. Any cost associated with the collection of a past due or delinquent indebtedness will be borne by the student.

## Financial Aid

Fayetteville State University seeks to assure that qualified students will not be denied the opportunity to attend this university because of a lack of financial resources. The Office of Financial Aid, located on the first floor of the Lilly Building, provides information and assistance to students applying for financial aid. Inquiries about financial aid should be directed to:

Office of Financial Aid  
Fayetteville State University  
1200 Murchison Road  
Fayetteville, NC 28301-4298  
910- 672-1325  
800-368-4210

All applicants should be aware that the financial aid application review process is lengthy. Applicants can avoid unnecessary delays in the processing of their applications by submitting all application materials by the published deadlines, and making sure that all information provided on the application is correct and complete. Since financial aid funds are limited, students will increase their chances of receiving aid by applying early.

### Eligibility Criteria

To be eligible to receive financial aid assistance by the Office of Financial Aid, the applicant must:

1. be admitted and currently enrolled in at least half time status as an undergraduate or graduate student;
2. be enrolled in a degree or certificate program at Fayetteville State University;
3. be a U.S. citizen, permanent resident or eligible non-citizen;
4. make satisfactory academic progress (See “Satisfactory Academic Progress,”) toward the completion of his or her academic program;
5. not be in default status on any Title IV aid from a previous enrollment period;
6. complete the Free Application for Federal Student Aid (FAFSA) by the priority deadline of March 1.

Eligibility for most financial aid programs administered by the Office of Financial Aid is based on “Financial Eligibility” as demonstrated on the Institution Information Student Report (ISIR). Eligibility need is the difference between the costs to attend college and what the applicant and his or her family can reasonably afford to contribute toward the student's education. Graduate students are ordinarily eligible only for student loans.

$$\boxed{\text{Total Educational Cost}} - \boxed{\text{Expected Family Contribution (Based on congressional calculation)}} = \boxed{\text{Eligibility (Need)}}$$

A student's eligibility for financial aid is determined from information provided on the Free Application for Federal Student Aid (FAFSA), which is often referred to as the need analysis document. A need analysis is a systematic method of measuring the ability of the student to pay for educational costs, and student's eligibility to receive funds from federal, state, institutional, and/or other need-based financial aid programs.

## Deadlines

Students making initial application for aid from federal or state sources, as well as students seeking renewal of financial aid from these sources, ***must submit completed applications by the priority deadlines below to ensure funding notification prior to the anticipated enrollment period.*** To be complete, an application must include accurate data and all supporting documentation, including all required materials if the application is selected for verification by the U.S. Department of Education.

Term for which aid is requested	Priority Deadline for completion	Expected Award Notification
Academic Year	March 1	May 1– New students June 1 – Continuing Students
Spring Semester	October 1	December 1
Summer School	April 1	May 1

## Default Policy

Students whose financial aid has been terminated because they have **defaulted** on a student loan at a previous institution or at Fayetteville State University may become eligible for reinstatement of financial aid when the U.S. Department of Education submits, in writing, to the Office of Financial Aid at Fayetteville State University that the student is **“No longer in Default.”**

*A student whose default status is cleared by the U.S. Department of Education will be eligible to receive funding in the amount of Tuition, Fees, and Books, only, exclusive of loans.*

## Warning to All Financial Aid Applicants

Information provided by applicants can be verified by the university, the state, or by the U.S. Department of Education. Applicants may be asked to provide U.S. income tax returns, the worksheets in the Free Application for Federal Student Aid booklet, and other information. Applicants who cannot or do not provide these records to the university may not get Federal student aid. If Federal student aid is awarded based on incorrect information, the applicant will have to pay it back, and may also have to pay fines and fees. If an applicant gives false or misleading information on the application, the applicant may be fined \$10,000, sent to prison, or both. Professional development and provisionally accepted students are not eligible for financial aid.

## Steps for Applying For Financial Aid

**Complete the Free Application for Federal Student Aid (FAFSA)** - This form can be obtained from high school guidance counselors or a financial aid office at a college or university. The FAFSA must be filed to determine students' financial need and eligibility for financial aid at Fayetteville State University. This form must be mailed to the Federal Government Central Processing System (CPS) in accordance with instructions on the FAFSA. To meet deadlines for financial aid applications, students should allow three to four weeks for the federal agency to process the FAFSA. Based on the FAFSA, the student will receive a Student Aid Report (SAR). Based on the FAFSA, the Institutional Information Report (ISIR) will be sent directly from the federal agency to the FSU Office of Financial Aid.

**Verification** - The U.S. Department of Education randomly selects a certain percentage of financial aid applications for verification. Students whose applications are selected for verification must present the documents listed below to support the data reported on the FAFSA ***These documents should be submitted to the Office of Financial Aid according to the deadline schedule.***

**A Copy of the Student's (and, if married, the spouse's) Previous Year's Federal Income Tax Form 1040, 1040A or 1040EZ** - A completed and **signed** copy of the students' (and, when married, the spouse's) Federal Income Tax Return from the previous year must be submitted according the deadline schedule. Students who did not file an income tax return must complete the verification statement. ***The applicant's full name and social security number must be PRINTED on the top of the tax return.*** Other forms of documentation may be requested after the application is reviewed. Students whose applications are selected for verification will be notified, in writing, by the Office of Financial Aid of any corrections that need to be made in the application.

**Award Letter** - When the review process is complete, the student will receive either an award letter or a denial of award. Students who receive an award letter must indicate acceptance or rejection of each funding source from which assistance is offered and complete the cash management question. The completed form must be signed and dated and returned to the Office of Financial Aid before any funds will be placed on account in the Business Office.

**Summer School** - Applicants must respond to the Summer School questions in Step #1 on the FAFSA.

### **Federal Title IV and State Funds Available**

#### **Federal Perkins Loan Program** (Formerly the National Direct/Defense Student Loan - NDSL)

The Perkins Loan Program is a federal loan program administered by the university to provide students with “exceptional financial need” long-term, low interest (5%) loan funds for educational expenses. Under this program students may borrow up to \$4,000 per year to finance their education and must repay the loan after leaving school. This limitation is set to keep student indebtedness to a minimum since these funds must eventually be repaid.

Repayment begins six months after graduation or after the student ceases to be enrolled on at least a half-time basis. The student may take up to ten years to repay the loan. Interest on the loan does not begin to accrue until the end of the six-month grace period. All or a portion of the loan can be canceled by teaching in certain approved areas, by specified military service, by working in the law enforcement field, or by service as a Peace Corps or VISTA volunteer. The student must demonstrate “exceptional financial need” on the Free Application for Federal Student Aid to qualify for this program. A promissory note must be signed in the Business Office for each academic period (the regular academic year and Summer School) for which funds are received.

#### **Family Federal Education Loan Program (FFELP)**

The Stafford Loan Program is a low interest loan divided between subsidized and unsubsidized programs. These loans provide assistance to students in meeting educational expenses. Interest is deferred on the principal of the subsidized loan while the student maintains continuous enrollment. Depending on eligibility or unmet cost of attendance, a student may borrow subsidized with unsubsidized amounts up to \$8,500 a year for graduate study. Graduate students may borrow, in addition to a subsidized loan, an unsubsidized loan for up to \$10,000 per year for graduate study. To be eligible to receive funds under the FFELP, the student must complete the FAFSA, provide the other required application documents, and meet all other eligibility criteria previously stated.

#### **Institutional Grants**

Students may be eligible for financial aid through one of the following grant programs.



### Graduate Assistantships

Fayetteville State University offers a limited number of graduate assistantships. The specific criteria which are used in selecting students for assistantships, and the weight assigned to each criterion, are determined by the individual school or college within which the awards are made. Generally, these criteria include previous academic record, related work, and/or academic experience, performance in an interview, appropriate test scores, and letters of reference. Students wishing to apply for an assistantship should contact The Graduate School for additional information.

### Incentive Scholarship and Grant Program for Native Americans

Recipients are selected for these grant funds according to the requirements set forth by the Board of Governors for the University of North Carolina system. To be eligible for this grant, the student must complete the FAFSA, must be a legal resident of the State of North Carolina for tuition purposes, and must be a Native American who maintains cultural identification through membership in an Indian tribe recognized by the State of North Carolina or by the federal government or through other tribal affiliation or community recognition. The student should be able to supply information to support a determination of the existence of the student's qualifications as a Native American under the definition set forth above. The maximum full-time grant is \$700 and is renewable subject to the student's continuing financial need, maintenance of resident tuition status, and continuing ability to meet the standards of satisfactory academic progress (See "Satisfactory Academic Progress").

## Employment

### Federal College Work Study Program (FWSP)

This federally funded employment program is administered by the university and provides part-time jobs on the Fayetteville State University campus for students who have financial eligibility as demonstrated on the FAFSA. Students normally work eight to fifteen hours per week in a University facility. Wages paid are above the minimum wage rate and are used to assist the student in meeting educational expenses.

### Job Location and Development Program

This program is coordinated by the Career Services and Placement Center. The office publicizes specific job openings and makes individual referrals for off-campus employment. Interested students should apply in the Career Services and Placement Center.

### Satisfactory Academic Progress

To maintain eligibility for financial aid, students must make satisfactory academic progress, which at Fayetteville State University is defined on the basis of two factors: 1) cumulative GPA, and 2) hours earned. The minimum cumulative GPA students must earn is based upon their number of attempted hours, including transfer hours. In addition, students must earn at least 66% of all attempted hours each semester. Failure to meet *both* of these requirements will lead to termination of financial aid eligibility. Financial aid will be terminated for students whose total number of attempted hours, including transfer hours, exceeds 54. These requirements are summarized in the chart below.

Attempted	Minimum Cumulative GPA	% of attempted hours that
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Hours Including Transfer Hours	For Graduate Students	For Teacher Licensure	must be earned each semester
0 –9	3.0	2.5	67% or more
10 –19	3.0	2.5	67% or more
20 – 29	3.0	2.5	67% or more
30 – 39	3.0	2.5	67% or more
40 – 53	3.0	2.5	67% or more
54 +	Eligibility Exhausted		

### Withdrawals, Incompletes, and Repeats

Withdrawals, incompletes, and repeats will not be exempt from the calculation of semesters in attendance. Students will be required to **complete** the number of credits as outlined in the above chart.

### Termination of Financial Aid Eligibility

Continuing students applying for financial aid will be evaluated at least once each academic year (normally at the end of the spring semester) to determine if they have met the university's standards of satisfactory academic progress for financial aid eligibility and if they have exceeded the permitted number of attempted hours. Students who fail to attain either the minimum required cumulative GPA or the minimum required number of earned hours are considered to be making **unsatisfactory** progress and will be **ineligible** to receive financial aid funds. Such students will continue to be ineligible for financial aid until they have regained satisfactory academic progress status. Failure to maintain or regain satisfactory academic progress status will result in the loss and/or denial of all funds administered by the Fayetteville State University Office of Financial Aid and all funds covered under the Federal Title IV Financial Aid Programs.

### Reinstatement of Financial Aid Eligibility

Financial aid applicants whose financial aid has been suspended may regain eligibility once they meet the minimum requirements. A reinstatement of eligibility, however, does not necessarily guarantee that the student will be awarded financial aid for the following semester. Awards are made on the basis of several factors in addition to satisfactory academic progress, including the availability of funds, individual program requirements, and financial need.

### Appeal of Eligibility Termination

Students whose financial aid has been terminated because of failure to meet the standards of satisfactory academic progress may make a formal appeal of that decision. Circumstances which may be considered in this appeal include the following: death in the student's immediate family, medical emergencies, accidents, personal tragedy, or other documented circumstances beyond the student's control which prevented him/her from meeting the minimum standards.

Appeals of eligibility termination are not permitted from students who have exceeded the maximum number of attempted hours, including transfer hours.

### Appeal Procedures

To appeal the termination of financial aid eligibility, a student must follow the procedures outlined below.

1. A request must be submitted by the student, in writing, to the Director of Financial Aid within ten (10) working days of receipt of denial/cancellation of financial aid on the basis of unsatisfactory academic progress.
2. The circumstances that prevented satisfactory academic progress must be clearly stated and documented.
3. The request must include documentation to support the exceptional circumstances. Examples of acceptable document include, but are not limited to: death certificates, statements from physician(s), clergy, or other verifiable information.
4. The Financial Aid Office will review the request and determine if a financial aid award is justified. If a decision cannot be determined by the Financial Aid Office, the appeal request will be forwarded to the Financial Aid Appeals Committee.
5. The Financial Aid Appeals Committee makes all final decisions on students' appeal requests for federal funds.

### **Financial Aid Withdrawal Refunds/Repayments - Refunds to Programs**

When a student withdraws from the university, refunds will be returned to the programs from which the student received aid. The date of withdrawal is determined by the Registrar's Office and is based upon the date the Withdrawal Form is completed including all signatures and is submitted to the Registrar's Office. Refunds are determined by using the Withdrawal/Refund Calculation Sheet that is based upon Federal Rules and Regulations #484B, #682.606 and #682.607 in the *Federal Register*. No program shall be refunded with an amount greater than the award received from that program during the term of enrollment.

A semester consists of 16 weeks. The summer sessions are a continuation of the academic year. Room and board charges will be included in the Refund and Repayment calculations as applicable. The withdrawal date will be the date the Registrar documents as the official date for withdrawal from the university. This is usually the date the completed form is received in the Registrar's Office. If the student does not complete the university's official withdrawal form, the student will be responsible for 100% of the semester's charges. If the student secures documentation from each of his professors attesting to his last date of attendance in their classes and completes a Withdrawal Form, a refund may be calculated based upon the normal withdrawal/refund processing policy. (The Registrar determines if the documentation is sufficient. If the date of withdrawal is changed by the Registrar, the student should contact the Office of Financial Aid to determine if a recalculation is appropriate.)

Both the Non-Pro Rata and the Pro Rata calculations will be used to determine the appropriate amount to be returned to the Title IV programs. These calculations will involve only the direct expenses to the university. If a refund is applicable, the refunds will be returned to the following programs in the order given. Work study is excluded from the calculations.

Family Federal Education Loan Program  
 Federal Perkins Loan Program  
 Grant Program  
 Institutional Programs  
 Other External Scholarship  
 Student

### **Repayments to Programs**

If a student has received a credit balance prior to the date of withdrawal and the student's indirect educational expenses up to the time of withdrawal exceed the amount of financial aid disbursed for the semester, the student **does not** owe a repayment. If the cash disbursed for the semester to the student exceeds the indirect educational costs, as determined by the Office of Financial Aid up to the time of withdrawal, the student **does** owe a repayment. The repayment owed is the difference between the actual

credit balance granted to the student and the expenses incurred (or the amount the student is eligible to retain).

The Office of Financial Aid must determine reasonable costs incurred during the period to the date of withdrawal (or during the period of enrollment). Reasonable costs are those expenses that may already have been incurred and are included in the estimated cost budget used by the Office of Financial Aid. These costs are based on the student's room and board (non-boarding students only), books and supplies and other indirect expenses incurred by the student. The amount to be repaid is determined by using the Overpayment Calculation sheet. Federal Work Study and loan funds disbursed to the student are excluded from the calculation.

Once it has been established that a student received an overpayment, the appropriate repayment amounts will be distributed to each program according to the priority scheme listed below. No program shall be repaid with an amount greater than the award received from that program during the term the student withdrew, or during the term in review in the event of an over award.

Federal Perkins Loan Program

Grant Program

Institutional Programs

Other External Scholarship/Grant Programs/Student

This policy is subject to any revisions imposed upon the university through Federal statute (law) or regulations with the applicable effective dates.

## Student Affairs

The Division of Student Affairs is committed to providing an exceptional co-curricular experience, supportive of the academic program at Fayetteville State University from orientation through graduation. With a strong emphasis on total student development, the division strives to prepare each student for a productive, ethical and meaningful life after college, while fostering an inclusive campus community in support of the educational mission of the university.

The philosophy of the division is that student development is an on-going and cumulative process of intellectual, psychological, cultural, social, and spiritual growth. This growth and development is shaped by a student's involvement outside the classroom and is a valuable part of the collegiate learning experience. Accordingly, the goals of Student Affairs are: to provide programs, services and events that promote cultural enrichment and development; to collaborate with academic units and utilize Experiential Learning opportunities to enhance students' productivity; and to maintain a campus environment that encourages social diversification while promoting interpersonal interaction.

Services and programs are offered in the areas of Advisement and Career Services, Residence Life, Center for Personal Development, Student Activities, Intramurals and Campus Recreational Services, Student Health Services, Dean of Students, and University Police.

### **Career Services Center**

The Career Services Center, located in Suite 230, School of Business and Economics Building, provides support and assistance for all students. Services are available to undergraduates, graduate students and recent alumni of the university in their preparation for securing meaningful employment. The office offers career exploration seminars, workshops, job fairs, symposia and classroom presentations. All students are expected to start the placement process in the freshman year and continue through graduation. The Career Resource Library offers materials and information regarding careers, the job search process and company literature, as well as graduate schools and fellowship programs.

The Career Services Center also assists students with academic advising and veteran affairs services. Activities include providing the following services: assisting students who have not declared their majors, and providing information on change of majors; checking academic status; providing academic success counseling and unofficial audits, resume' and job preparation; and employment search strategy seminars.

### **Job Location and Development Program**

The Job Location and Development Program, located within the Advisement and Career Services Center, assists currently enrolled students in finding part-time and summer employment at off-campus locations. The program affords opportunities for students to learn skills while developing work habits and values that will benefit them throughout their careers.

### **Cooperative Education**

Cooperative Education (CO-OP), offered through the Advisement and Career Services Center is a unique plan of education, which integrates a student's academic and career interests with productive work experiences in cooperating employer organizations. Through this interaction, students enhance their education and improve their personal and professional development. The academic advisor, cooperative education coordinator, and the employing supervisor all share in the intellectual and personal development of the student. The cooperative education experience enhances the self-awareness and direction of students by allowing them to develop practical skills and gain exposure to work environments beyond the university. To ensure proper credit, students must complete all paperwork and approval processes prior to registering for CO-OP courses. Approval includes the cooperative education coordinator, academic advisor, department chair, and dean.

### **Center for Personal Development**

The Center for Personal Development offers programs, services and activities to assist students with social, personal and academic growth during their matriculation at the university. In addition to counseling services, the Center for Personal Development staff presents workshops and outreach activities designed to enhance students' self-esteem, study skills, leadership abilities, and decision-making skills. A confidential counseling atmosphere is provided for all enrolled students where personal, social, and academic concerns may be discussed. A licensed psychologist is also on staff for counseling and testing when required. Individual and group counseling sessions are available, and the information discussed therein is held in strict confidence to the limits provided by law. No record of counseling is made on academic transcripts or placement files. Referrals to community agencies are made when necessary. Office hours are 8:00 a.m. to 5:00 p.m., Monday, Thursday, and Friday, and 8:00 a.m. to 7:00 p.m., Tuesday and Wednesday. Other times are available by appointment. Services for Students with Disabilities, the Wellness Program, and the Drug and Alcohol Education Prevention program are also coordinated through the Center for Personal Development.

### **Services for Students with Disabilities**

The university provides for the matriculation of all students without regard to sex, race, religion, or disability. The university continues to be sensitive to the identification of possible barriers to students with disabilities and attempts to make reasonable accommodations for these students. Students with disabilities who need assistance in utilizing university services should register with the Center for Personal Development as soon as they are admitted to the university.

### **Drug and Alcohol Education Prevention Program**

The Substance Abuse Prevention Program offers awareness information in an attempt to curb alcohol and other drug use and its associated negative consequences. A comprehensive prevention approach has been established that combines traditional educational programs with strategies aimed at informing the social environment on campus. Successful partnerships have been established with the following agencies in an effort to provide current information to the student population: County of Cumberland Mental Health Center, North Carolina Highway Patrol, ABC Alcohol Law Enforcement, Operation Sickle Cell, Inc., Rape Crisis, Volunteers of Cumberland County.

### **Intramurals and Campus Recreational Services**

The Intramurals and Campus Recreational Services program is a unique opportunity for members of the Fayetteville State University community to participate together in sports leagues, tournaments and special events. There are five team sports competitions: basketball, flag football, soccer, softball and volleyball. Other individual sports and special events include track, table tennis, racquetball, tennis and self-defense. Participants do not have to possess superior athletic abilities. All levels of skill are incorporated. Eligibility is limited to Fayetteville State University students, faculty, and staff. Complete participant eligibility rules and sport specific rules can be found in the soon to be published Intramurals and Recreational Services Handbook. The Intramurals and Recreational Services Office is located in the Lilly Gymnasium, room 206.

### **Residence Life**

The primary goal of the Department of Residence Life is to create an atmosphere that is conducive to the overall educational mission of the university. Efforts are made to integrate academic and out-of-class learning while providing opportunities for self identity, social networking, leadership development, and civic engagement through the Residence Hall Association.

The main office of Residence Life is located in Williams Hall. There are currently nine residence halls on the main campus and one apartment complex adjacent to the campus, offering comfortable and safe accommodations to approximately 1,600 students. Each facility is supervised by a group of adult professional staff members and supported by responsible student staff members, who aid as peer leaders assisting residents in their adjustment to college life.

An annual application and fee are required before a student can move on campus. Currently, priority is given to first year freshmen and sophomores in accordance with the on-campus living policy; however, upperclassmen and graduate students are welcomed based upon space availability. All residents are responsible for acquainting themselves and adhering to the policies and regulations outlined in the Student Code of Conduct, Guide to Residential Living, and the FSU Housing Application.

Residence hall living is based on community effort, mutual respect, and consideration of others. A written set of Community Living Standards is issued to residents and collectively reviewed at the beginning of each academic term. Community standards are designed to ensure that all students have a positive residential experience. As members of the residence hall community, students are expected to abide by the residence hall regulations, as well as all other college policies and federal, state, and local laws. Alcohol, weapons, and drugs are strictly prohibited on campus.

### **Student Center/Student Activities**

The Rudolph Jones Student Center serves as the community center for students, faculty, and staff by providing an environment conducive for growth and exchange. The Office of the Student Activities, Bronco Express One Card, Photography/ID, Student Government Association, Student Activities Council and Fayettevillian Yearbook Office are housed in the facility. The Student Center is equipped with meeting rooms, student lounge areas, television lounge, game room, full service post office, Subway franchise and cafeteria. Other services available in the Center include copy machine, vending machines, and teller machine.

### **Office of Student Activities**

The Office of Student Activities provides opportunities for students to involve themselves in co-curricular activities. Through this involvement, students are challenged through experiential learning and receive practical experience in program planning, leadership, problem solving, and consulting. The Office of Student Activities is responsible for certifying and monitoring the registration process for student clubs and organizations. Procedures for registering a student organization and for establishing a new student organization can be found in the Student Handbook and the FSU Guide for Student Clubs and Organizations.

### **Student Activities Council**

The Student Activities Council (SAC) has been established as the primary planning and implementation board of the majority of students' social, cultural and recreational activities and events. The Council is comprised of several elected underclassmen and executive board members. Council members are elected annually and serve as representative of their constituents.

### **Student Government Association**

The Student Government Association (SGA) is the organization that represents Fayetteville State University students. SGA strives to meet the needs of students and to act in their best interests. The officers focus on communications with students and on general operation of the Student Government. The Senate, composed of student representatives, is responsible for examining student concerns and making appropriate recommendations to the university administration.

## **Student Health Services**

The mission of Student Health Services is to provide quality, cost effective health care and health educational services that will assist the students in their environments for better physical, emotional, and social well being.

Student Health Services is located in Spaulding Infirmary. All currently enrolled students are eligible for health care. Treatment of minor illnesses and minor injuries are provided at Student Health Services. Students needing referrals for specialized services are referred to local area clinics and hospitals. The student is responsible for all charges not covered by their personal insurance plan, and/or their Student Medical Insurance Plan.

In order to give satisfactory service to each student, the Student Health Services staff desires the cooperation of each student in adhering to Student Health Policies. All students who have medical problems or questions are invited to consult the Student Health Services staff. On each visit to Student Health Services a valid Fayetteville State University Identification Card must be presented prior to treatment and/or services.

A nurse is always on duty during hours of operation to evaluate, treat, and refer if necessary. Physician appointments are made after consultation with the nursing staff. After hours, there is an on-call nurse who can be reached through Campus Police or Residence Hall Advisor/Director.

## **Insurance**

Fayetteville State University strongly encourages each student to have accident and medical insurance either by their personal policy or under the FSU Student Medical Insurance Plan. Brochures describing the Student Insurance Plans are available at Student Health Services and online at [www.studentinsurance.com](http://www.studentinsurance.com).

The premium for the Student Accident & Sickness Insurance Plan is included in each student's semester bill as long as three criteria are met:

1. Six or more credit hours taken on the main campus.
2. Student is eligible to pay the student health fee.
3. Student is enrolled in a degree-seeking program.

Students who do NOT wish to be enrolled in the Student Insurance Plan MUST complete the insurance waiver online only at [www.studentinsurance.com](http://www.studentinsurance.com) no later than the last published day of the Drop and Add Period each Fall and Spring Semester. Students who participate in varsity athletics are not allowed to waive their FSU Student Accident & Sickness Insurance Plan without permission from their respective coach or the Athletic Director.

Any student enrolled in the Student Insurance Plan may enroll their eligible dependents and/or spouse by also contacting Student Health Services for directions on how to contract with the provider. .

International students are insured under the University System International Insurance plan. All international students are to contact Student Health Services for information and a copy of the policy.

## **Medical Immunization Requirements**

Fayetteville State University and North Carolina Statute, G.S. 130A-155.1, require that all new, readmitted and transfer students taking more than four hours on campus before 5:00 p.m., and students applying for admission to the Teacher Education Program complete the medical/immunization requirements. The required immunizations are listed on the Student Health Form included in the admission packet sent to all new and readmitted students. These forms are also available online and in the Spaulding Building.

### **Students 17 years of age and younger:**

Three DTP (Diphtheria-Tetanus-Pertussis) or one Td (Tetanus Diphtheria) doses.

One Td (Tetanus-diphtheria) dose must be within the last ten years.

Three POLIO (oral) doses.



Two MEASLES (Rubeola) one dose on or after 12 months of age. (2 MMR doses meet this requirement).  
 One\*\* RUBELLA (German Measles) dose.  
 One\*\* MUMPS

**Students born in 1957 or later and 18 years of age or older:**

Three DTP (Diphtheria-Tetanus-Pertussis) or Td (Tetanus-Diphtheria) doses.  
 One TD (Tetanus-Diphtheria) dose must be within the last 10 years.  
 Two\* MEASLES (Rubeola) one dose on or after 12 months of age. (2 MMR doses meet this requirement).  
 One\*\* RUBELLA (German Measles) dose.  
 One\*\* MUMPS.

**Students born prior to 1957 and 49 years of age or younger:**

Three DTP (Diphtheria-Tetanus-Pertussis) or TD (Tetanus-Diphtheria) doses.  
 One Td (Tetanus-Diphtheria) dose must be within the last 10 years.  
 One\*\* RUBELLA (German Measles) dose.

**Students 50 years of age or older:**

Three DTP (Diphtheria-Tetanus-Pertussis) or TD (Tetanus-Diphtheria) doses.  
 One TD (Tetanus-Diphtheria) dose must be within the last 10 years.

\*Must repeat Rubeola (measles) vaccine if received even one day prior to 12 months of age. History of physician-diagnosed measles disease is acceptable, but must have signed statement from a physician.

\*\*Only laboratory proof of immunity to rubella or mumps disease is acceptable if the vaccine is not taken. History of rubella or mumps disease, even from a physician, is not acceptable.

**International Students**

Vaccines are required according to age (refer to above information). Additionally, international students are required to have a TB skin test. Negative results must be within the 12 months preceding the first day of classes. (A chest x-ray is required if the test is positive).

**Recommended Immunizations**

The following immunizations are recommended for all students and may be required by certain colleges or departments (for example, health sciences or education). Please consult your college or department materials for specific requirements. These include Hepatitis B series, Varicella (chicken pox), Meningococcal, Tuberculin Test. Receipt of Meningococcal vaccine information must be documented on Student Health Form.

**Optional Immunizations**

Optional immunizations include Haemophilus influenzae – type b, pneumococcal, Hepatitis A series, and Typhoid.

**Additional Information**

All medical/immunization records should be mailed directly to Student Health Services. The immunization record must be physician-certified or verified by a clinic stamp. Any medical exemption from the immunization requirement must be verified in a written statement by a physician. All medical information is confidential and is not divulged without the written consent of the student. The university is required by North Carolina State law to withdraw all students who do not provide the necessary immunization records. This administrative withdrawal can result in loss of grades and/or academic credit.

- Students who are exempt from the immunization requirement include the following:
- Students taking fewer than four credit hours; or
- Students attending only evening classes; or,
- Students attending weekend classes only; or,
- Students taking off-campus classes for the duration of their degree.

## **Transportation**

In emergency situations, the Emergency Medical System (EMS) will be activated for students who require it. The student will be responsible for charges or bills for EMS/ambulance services not covered by their medical insurance. Student Health Services is equipped to serve students in the Spaulding Building and is not prepared to care for students in the residence halls. **The Student Health Services staff does not make building calls.**

## **Dean of Students**

The Dean of Students administers judicial policies and adjudicates alleged violations of the Code of Student Conduct for the university student judicial system. The Code of Student Conduct applies to all enrolled part-time, full-time and graduate students while they are on premises owned by the University, on city streets running through or adjacent to the campus and in off-campus facilities occupied by students by virtue of their association with an organization recognized by the University. The Dean also provides various support as needed in crisis situations that involve students, faculty, and other university offices. In addition, this office advises the National Pan Hellenic Council, Inc., the Student Judicial Board and the Order of Omega Honor Society. The Office of the Dean of Students is located in the Division of Student Affairs Suite 209 Collins Wing of the E.E. Smith Administration Complex.

## **Alcohol/Drug Policy**

Alcoholic beverages and drugs are strictly prohibited on the campus of Fayetteville State University. This includes the possession, sale, distribution, and consumption of any alcoholic beverages and illegal drugs.

## **Counseling and Rehabilitation**

Counseling and rehabilitation related to alcohol and drug abuse are an important part of the university's alcohol/drug policy. The following specific activities shall be implemented: Information regarding the Center for Personal Development's services and referral process for alcohol and drug abuse shall be disseminated to students, faculty, administrators, and staff. Members of the academic community who are aware of individuals with alcohol/drug problems shall be encouraged to make referrals to the Center for Personal Development or other agencies.

## **Enforcement and Penalties Trafficking in Illegal Drugs**

For illegal manufacture, sale or delivery, or possession with intent to manufacture, sell or deliver any controlled substance identified in Schedule I through VI, NC General Statutes 90-89, 90-91 through 90-94, (including but not limited to heroin, mescaline, lysergic acid diethylamide, opium, cocaine, amphetamine, methaqualone, marijuana, pentobarbital, codeine) the minimum penalty shall be expulsion from enrollment of any student or dismissal from employment for any faculty member, administrator or any other employee.

## **Illegal Possession of Drugs**

For the first offense involving the illegal possession of any controlled substance identified in Schedule I, NC General Statutes 90-89, Schedule II, NC General Statutes 90-90, the minimum penalty shall be suspension from enrollment for a minimum of one calendar year for any student, faculty member or employee. For a second offense for possession of any controlled substance identified in Schedule I, NC General Statutes 90-89, or Schedule II, NC General Statutes 90-90, the minimum penalty shall be expulsion from enrollment or dismissal from employment.

For a first offense involving the illegal possession of any controlled substance identified in Schedules III through VI, NC General Statutes 90-91 through 90-94, the minimum penalty for any student, faculty

member or other employee shall be probation, for a period to be determined on a case-by-case basis. A more severe penalty may be imposed including the maximum penalty of expulsion for students and discharge for faculty members, administrators or other employees.

A person on probation must agree to participate in a drug education and counseling program, consent to regular drug testing, and accept such other conditions and restrictions, including a program of community service, as the chancellor or the chancellor's designee deems appropriate. Refusal or failure to abide by the terms of probation shall result in suspension from enrollment or from employment for any unexpired balance of the prescribed probation.

For second or other subsequent offenses involving the illegal possession of controlled substances, progressively more severe penalties shall be imposed, including expulsion of students and discharge of faculty members, administrators or other employees.

When a student, faculty member, administrator, or other employee has been charged by the university with a violation of policies concerning illegal drugs, he or she may be suspended from enrollment or employment before initiation or completion of regular disciplinary proceedings if, assuming the truth of the charges, the Chancellor or, in his absence, the Chancellor's designee concludes that the persons continued presence within the university community would constitute clear and immediate danger to the health or welfare of other members of the university community. If such a suspension is imposed, an appropriate hearing of the charges against the suspended person shall be held as promptly as possible thereafter. A complete statement of the Fayetteville State University Alcohol/Drugs Policy can be found in the *Student Handbook*, which is published by the Office of the Vice Chancellor for Student Affairs.

### **Policy on Sexual Harassment**

Sexual harassment by any member of the university is a violation of law, university policy, and professional ethics. The university does not condone either sexual harassment or false charges of sexual harassment. It is the policy of the university to provide procedures to deal fairly with complaints of sexual harassment and to protect the rights of both the persons making complaint of sexual harassment and the person accused.

Students who believe themselves to be victims of sexual harassment, or who are unsure of whether sexual harassment has occurred, or who need clarification concerning the university's procedure for handling sexual harassment, should consult a University Sexual Harassment Mediator. A list of mediators and the procedures are available from the University Attorney, Office of the Chancellor.

### **Policy on Sexual Offense**

Sexual offenses are a violation of the university's mission of education. Sexual offenses and concern about potential offenses obstruct the working and learning processes which are valued and desired in the university environment. No form of sexual offense will be tolerated or condoned at Fayetteville State University. This policy thus prohibits not only those acts commonly understood to constitute sexual assault, but all attempts to coerce sexual activity as well.

A complete statement of the Fayetteville State University Policy on Sexual Offense can be found in the *Student Handbook*, which is published by the Office of the Vice Chancellor for Student Affairs.

### **Written Complaint Procedure**

At Fayetteville State University, we recognize our students as the primary customers for all of the services that we offer, from classroom instruction to personal counseling to computer labs. When an area of the university needs improvement or change to better serve the needs of our students, we appreciate hearing from them.

As a first step, students are encouraged to discuss their complaints directly with the person responsible for the area or problem. If the issue is not or cannot be addressed through discussion with the

responsible person; and if there are no methods prescribed for appeal in the applicable area in University Catalog, Student Handbook, or other official University documents, then the issue should be outlined in writing and submitted to the following offices in the order indicated:

**Academic Complaints:**

Department Chair

Dean of the School/College

Dean of The Graduate School

**Non-Academic Complaints:**

Department or Office Director

Vice Chancellor of the Division to which the Department or Office reports

Each office listed above will respond to the student within 10 working days of receipt of the written suggestion or complaint. If the issue is not satisfactorily resolved at the first level, the student should submit his/her request to the next highest level. If the issue remains unresolved at the highest level indicated above, the student(s) should appeal to the Office of the Chancellor.

**Americans with Disabilities Act Section 504 of the Rehabilitation Act Complaint Procedures**

Section 504 of the Rehabilitation Act of 1973 prohibits discrimination on the basis of physical or mental handicap by programs receiving federal assistance. Section 504 focuses on program accessibility, academic accommodations, and integrated settings. Title II of the Americans with Disabilities Act prohibits discrimination based on disability in all programs, activities, and services of State and local governments. As an institution that receives federal assistance from the U.S. Department of Education and as a constituent institution of the University of North Carolina (a state agency), Fayetteville State University must comply with the laws and regulations pertaining to Section 504 and ADA. It is the policy of FSU that no qualified individual with a disability will be excluded, by reason of such disability, from the participation in or be denied the benefits of the services, programs, or activities offered by FSU or be subjected to discrimination. Additionally, FSU does not discriminate against a qualified individual with a disability, in regard to job application procedures, the hiring, advancement, or discharge of employees, employee compensation, job training, or any other term, condition, and privileges of employment. These procedures were established to provide an individual with the means to file a complaint if the individual believes that he or she has been discriminated against based on disability. A student, employee, applicant or member of the public who wishes to file a complaint regarding the University's compliance with ADA/Section 504 must file such a complaint with the Director for the Center for Personal Development, Fayetteville State University, Fayetteville, NC 28301-4298.

**Statement on Sexual Orientation**

Fayetteville State University regards unfair treatment based on sexual orientation to be inconsistent with its goal of modeling an environment where individual differences are acknowledged and respected. Fayetteville State University values the benefits of diversity and welcomes individuals of good will without regard to sexual orientation. As a consequence, Fayetteville State University considers it the ethical and moral responsibility of every member of its community to promote the development of an environment characterized by mutual respect and tolerance.

Those who believe they have been treated unfairly on the basis of sexual orientation should contact the following offices: the Dean of Students for current and prospective students; the Office of Human Resources for employees and applicants for employment; and the University Legal Counselor for members of the public.

# Academic Regulations

## The Graduate School

The mission of The Graduate School is to coordinate the activities of the University's post-baccalaureate degree and non-degree programs and to ensure that all post-baccalaureate programs offered in the College of Arts and Sciences, the School of Business and Economics, and the School of Education are of the highest quality. The Graduate School promotes, encourages, and supports student and faculty participation in research, scholarship, and service and extends these opportunities and services to the community, including the military and other educational institutions. The Graduate School is committed to excellence in teaching, research, and service and to preparing graduates to lead meaningful and productive lives as agents of change in shaping the future of America and the world. The Graduate School strives to increase enrollment, retention, and graduation of students in all disciplines.

Graduate study involves the extension of knowledge. However, it is more than a mere continuation of undergraduate study. Graduate study is different from undergraduate study in the following respects:

1. The graduate student is expected to assume greater responsibility and to exercise critical analysis, to engage in scholarly inquiry, and to exhibit a high degree of individual initiative.
2. Independence of thought and more extensive and intensive reading is required.
3. Greater emphasis is placed on creativity and research.
4. Instruction is provided in greater depth by graduate faculty in specialized areas.

The Graduate School enacts the rules, policies, and guidelines established by the Graduate Council. Information about the Graduate Council follows.

## The Graduate Council

The Graduate Council is charged with the responsibility of developing university graduate policies, approving new graduate programs, and revising current graduate programs. All new programs and program revisions are submitted to the University Senate for Senate action and are subject to the review and final approval of the Vice Chancellor for Academic Affairs and the Chancellor. Statements of policy are reviewed by the Vice Chancellor for Academic Affairs and approved by the Chancellor.

The Graduate Council shall consist of one representative from each department having a graduate degree program and one graduate student. A graduate student will be selected from a school or college on a rotating basis. Members will be appointed by the Vice Chancellor for Academic Affairs with input from the Dean of The Graduate School, Dean of the School or College, and departments. The Graduate Council also will include the following persons:

1. Chancellor of the University (Ex-officio)
2. Vice Chancellor for Academic Affairs (Ex-officio)
3. Director of Library Services (Ex-officio)
4. Dean, The Graduate School
5. Dean, College of Arts and Sciences
6. Dean, School of Education
7. Dean, School of Business and Economics

Persons serving on the Council by virtue of position are considered to be permanent members. Persons appointed by the Vice Chancellor for Academic Affairs will serve three, two, and one year terms initially. Terms of the members will be staggered, so that approximately one third of the members are appointed each fall. The regular term of membership is three (3) years.

The primary functions of the Graduate Council are to:

1. Recommend policies and procedures affecting graduate study, including, but not limited to curricula, graduate credit, and certification and degree requirements.
2. Consider and make recommendations concerning exceptions to graduate policy.
3. Review and act on all nominations for appointment to graduate faculty status.
4. Receive and review proposals for the planning and establishment of new graduate programs and program tracks.
5. Provide periodic evaluation of all aspects of graduate study.

### **Catalog Policies**

The *Fayetteville State University Graduate Catalog* is not an irrevocable contract. Regulations published in it are subject to change by the University at any time without notice. University regulations are policy statements to guide students, faculty, and administrative officers in achieving the goals of the institution. Students are encouraged to consult an advisor or department chair if they have questions about the application of any policy, rule, or regulation. The University reserves the right to change any policies, rules, and regulations at any time, including those pertaining to admission, instruction, and graduation.

The University also reserves the right to withdraw curricula and specific courses, alter course content, change the calendar, and to impose or increase fees. All such changes are effective at such times as the proper authorities determine and may apply not only to prospective students but also to those who are already enrolled in the University.

Each new edition of the *FSU Graduate Catalog* becomes effective at the opening of the fall semester following its publication. To receive a degree, a graduate student must complete satisfactorily all requirements described in the *FSU Graduate Catalog* in effect at the time of first enrollment as a degree student at the University or all requirements described in the *FSU Graduate Catalog* in effect at the time of graduation. Any student who changes from one program of study to another must meet requirements of the new program of study in effect at the time of the change.

Readmitted Students---Any student who leaves the University for a period of one fall or spring semester or longer and then returns to the University will be required to meet new catalog and program requirements in effect at the time of return.

Change of Program of Study----Any student who changes to another program of study will be required to meet new catalog and program requirements in effect at the time of the change.

Exceptions to these policies may be necessitated by changes in course offerings or degree programs. In that event, every effort will be made to avoid penalizing the student.

### **Graduate Student Designation**

All students (degree seeking or non-degree seeking) holding a baccalaureate degree from an accredited college or university who attend Fayetteville State University are classified as graduate students. Thus, students seeking a doctoral degree, master's degree, graduate level certificate, teacher licensure, and professional development all are designated as graduate students and are required to pay graduate student fees. Students seeking a second undergraduate degree are classified as undergraduate students.

### **Student Responsibility**

Each student is responsible for adhering to the Fayetteville State University (FSU) Graduate Catalog, for the proper completion of his or her academic program, for maintaining the required grade point average, and for meeting all other degree requirements. While the academic advisor will provide advisement and guidance, the final responsibility for adhering to policies, procedures, and requirements remains that of the student. Each student is required to have knowledge of and adhere to all FSU policies and regulations pertaining to campus life and student behavior. The complete *Code of Student Conduct* is available online at [www.uncc.edu/policy/subject.htm](http://www.uncc.edu/policy/subject.htm). Each student is responsible for checking his/her FSU email regularly, maintaining communication with the University, and keeping a current address, including ZIP code and

telephone number on file with the Office of the Registrar at all times. The email policy is available online at [www.uncfsu.edu/policy/subject.htm](http://www.uncfsu.edu/policy/subject.htm). Each student is expected to participate in the Fayetteville State University academic community in a manner that will reflect credit upon the integrity of the student and the University.

### **Academic Advisement**

All students seeking a graduate degree, a graduate certificate, and teacher licensure will be assigned academic advisors. Upon admission to a program, students should meet with their advisors to develop the program of study. Students are encouraged to consult with their academic advisors periodically regarding their academic progression; however, **students bear final responsibility for adhering to their official approved program of study and for the academic decisions they make.**

### **Academic Misconduct**

Acts of dishonesty in any work constitute academic misconduct and will not be tolerated by the University. Such acts include cheating, plagiarism, misrepresentation, fabrication of information, and abetting any of the above. Actions outlined in the *Fayetteville State University Student Handbook* under “Disciplinary System and Procedures” will be followed for incidents of academic misconduct. Possible penalties include automatic failure in a course to expulsion from the University. The *Student Handbook* is available online at <http://www.uncfsu.edu/handbook/>

### **Auditing of Courses**

A graduate student may audit a course if space is available and if approved by the instructor, department chair, dean of the school or college, and the Dean of The Graduate School. The student must pay the required fees. Classes audited shall count as part of the student’s load; however, no grade or credit will be assigned. Class attendance is required, but the level of participation in class assignments shall be mutually agreed upon by the instructor and student. Students who are not meeting the stipulated requirements should withdraw from the course.

Students auditing classes will not be permitted to change to credit after the last date courses can be added. Further, students registered for credit will not be permitted to change to audit after the last date courses can be added.

### **Change of Degree Program**

To change to a new degree program, students must submit an application for admission to the new program to The Graduate School.

### **Change of Graduate Degree Program of Study**

To make changes to a graduate degree program curriculum, a student must obtain approval from the department chair and the Dean of The Graduate School. The student will be notified by the Dean of The Graduate School concerning the outcome of the request. The required Change of Graduate Degree Program of Study form is posted on The Graduate School website.

### **Class Attendance Policy**

Students are expected to attend class regularly and punctually and are responsible for completing all assignments, including those missed due to absences, regardless of the reasons for the absences. Each instructor determines the attendance regulations for his or her classes. Whenever possible, students are expected to seek the permission of the instructor prior to absences.

## **Commencement**

Commencement exercises are held at the end of each semester, at which time degrees are officially conferred. Candidates who complete graduation requirements after the commencement exercises will be awarded degrees at the next regular commencement. Candidates for degrees are required to participate in the commencement exercises. Candidates who request to be excused are required to submit written support for their requests to the dean of the school or college in which they are enrolled.

## **Concurrent Registration in Other Graduate Programs**

A student registered in a degree program at Fayetteville State University may not enroll concurrently in any other graduate or undergraduate program without written permission secured in advance from the departmental chair/director, dean of the school/college, and the Dean of The Graduate School.

## **Continuous Enrollment Requirements**

Students enrolled in any graduate program must maintain satisfactory progress toward the degree. Students must maintain a 3.0 grade point average in all graduate courses. Students who do not maintain a minimum grade point average of 3.0 will be withdrawn from the University. Students are expected to achieve a satisfactory grade (“A” or “B”) in all course work attempted for graduate credit. Students who receive three (3) “C” grades or one (1) “F” or “U” grade in any course(s) will be withdrawn from the University. When special circumstances warrant, students may appeal withdrawal by petitioning the Graduate Council. The student should seek the support of the department chair and dean of the school or college, and forwarded to the Graduate School Dean. The petition will be forwarded to the Rules and Policies Committee and to the Graduate Council for a decision.

## **Course Load**

Students enrolled for nine (9) or more credit hours during a regular semester and six (6) or more credit hours during a summer session are classified as full-time students. The graduate student course load is lower than the normal undergraduate load because of the extensive reading, independent thinking, and individual research required of graduate students. Students should consider their academic ability as reflected in their academic history and the amount of time they have available for study in deciding how many hours in which they will enroll. No more than twelve (12) credit hours of work may be taken in one regular semester or six (6) credit hours of work during a summer session unless approval is granted by the student’s advisor, the department chair, dean of the school or college, and the Dean of The Graduate School.

## **Course Substitutions and Waivers**

Only under exceptional circumstances will a course substitution or waiver from the prescribed courses in a curriculum be permitted. To substitute or waive a course, students must submit a request on the appropriate form to the advisor. The request must be approved by the advisor, department chair of the discipline in which students are seeking a degree, the dean of the school or college, and the Dean of The Graduate School before it is granted. Only requests for academically defensible substitutions or waivers accompanied by appropriate documentation will be considered.

## **Degree Time Limit**

All master’s degrees, including the thesis, directed study, internship, and comprehensive examinations, must be completed within six (6) calendar years from the date of the first course(s) carrying graduate degree credits applicable to the student’s degree program. Doctoral degree requirements, including



the dissertation and transfer credits, must be completed within eight (8) calendar years from the date of enrollment in the first course(s) carrying graduate degree credits applicable to the student's program.

### **Dropping and Adding Classes**

Students may adjust their schedule of classes through the official dropping and adding processes until the last day of late registration. After this date, students will be permitted to adjust their schedules only for unusual and documented circumstances beyond the student's control. Students are cautioned that adjustment of their official schedule may affect tuition, fees, and financial aid eligibility, and may require additional payment and/or reimbursement of financial aid awards. Cessation of class attendance does not constitute official dropping of a course and attending a class does not constitute official adding of a course. Students who stop attending class without officially withdrawing will receive an "F" grade and will be removed automatically from the University.

### **Electronic Mail Policy**

Fayetteville State University provides to each student, free of charge, an electronic mail account that is easily accessible via the Internet. The University has established email as the primary mode of communicating with enrolled students about impending deadlines, upcoming events, and other information important to student progression at the University. Students are responsible for reading their email on a regular basis to remain aware of important information disseminated by the University. The University maintains open-use computer laboratories throughout the campus that can be used to access electronic mail. Students making inquiries via email to FSU faculty and staff about academic records, grades, bills, financial aid, and other matters of a confidential nature are required to use their FSU email account. Rules and regulations governing the use of FSU email may be found at:

<http://www.uncfsu.edu/policy/general/FSUE-mailFINAL.pdf>

### **The Family Educational Rights and Privacy Act of 1974 (The Buckley Amendment)**

The Family Educational Rights and Privacy Act of 1974 (FERPA), also known as the Buckley Amendment, guarantees certain rights to students and qualified parents regarding a student's education records. Fayetteville State University adheres to those statutory rights and has implemented this policy in order to comply. Specifically, students are afforded the following rights with respect to their educational records:

1. The right to inspect and review the student's educational records;
2. The right to consent to disclosure of the student's education records to third parties, except to the extent that FERPA authorizes disclosure without consent;
3. The right to request amendment of the student's education records to ensure that they are not inaccurate or misleading;
4. The right to be notified annually of the student's privacy rights under FERPA and;
5. The right to file a complaint with the U.S. Department of Education concerning alleged failures by FSU to comply with the requirements of FERPA.

FSU will not release personally identifiable student information in education records or allow access to those records without prior consent of the students, except as provided by FERPA. Such consent must be written, signed and dated, and must specify the records to be disclosed, the party to whom the records are to be disclosed, and the purpose of the disclosure.

## Forms

Most applications and requests require the completion and submission of forms with appropriate signatures. For a listing of forms, students should consult The Graduate School website or The Graduate School Handbook.

## Grading Policies

The following final grades are assigned to indicate the quality of students' academic performance:

A – Superior

B – Good

C – Marginal (acceptable for graduate credit)

F – Failure (any level of performance below “C”)

S – Satisfactory (reported *only* for dissertations, theses, directed studies, internships, and practica)

U – Unsatisfactory (reported *only* for dissertations, theses, directed study, internships, and practica)

Only grades of “S,” satisfactory, or “U,” unsatisfactory, are reported as final grades on dissertations, theses, directed studies, internships, and practica. The University calculates the grade point average using all grades except “S” and “U.”

## Other Grades

I – Incomplete

IP – In Progress (dissertation, thesis, directed studies *only*)

W – Withdrawal

WU – Withdrawal from University

AU – Auditing (no credit)

## Incomplete Grades

A grade of “I” is assigned when students have maintained a passing average but for reasons beyond their control have not completed some specific course requirement(s), such as a report, field experience, experiment, or final examination. The “I” grade must be removed within one year, or it is converted to a grade of “F.” It is the student's responsibility to resolve the “I” grade before the deadline set forth in the University Academic Calendar for removing incompletes.

In the case of a thesis, dissertation, or directed study in progress, a grade of “IP” (in progress) will be recorded each semester of registration for credit until completion of the thesis, dissertation, or directed, at which time a final grade of “S” (satisfactory) or “U” (unsatisfactory) will be assigned. The “IP” grade requires continuous enrollment, excluding summer sessions, or it is converted to a grade of “U.”

## Final Grade Change

Once an instructor of a course has reported a grade to the Registrar, it cannot be changed except in case of error in calculation, reporting, or recording. Any change must be approved by the instructor, department chair, dean of the school or college, the Dean of the Graduate School, and the Provost and Vice Chancellor for Academic Affairs. Students wishing to appeal a final grade must follow the grade appeal process outlined below.

## Grade Appeal

If a student thinks that a final grade is inaccurate, he/she may appeal the grade. The student must initiate the formal grade appeal process no later than the last day of the next semester (fall or spring) after the contested grade was received. Grade appeals submitted after this deadline will not be considered. The

student should consult first with the faculty member who awarded the grade. The University expects the majority of grade appeals to be resolved by the student and instructor. If the student's concerns are not resolved in this manner, however, the student may initiate a formal grade appeal.

To initiate a formal grade appeal, the student must submit a written explanation to the instructor of why he or she believes the grade is inaccurate. The letter must include copies of graded assignments and any other documentation as appropriate. The student should indicate in the written appeal if the instructor has not returned graded assignments. The student must recognize that he/she bears the burden of proof in the grade appeal process and that it is very unlikely that an appeal will be successful without appropriate documentation. The instructor will respond in writing to the student's appeal.

If the instructor's response does not resolve the student's concerns, the student may submit the appeal to the instructor's department chair, then to the dean of school or college, and finally to the Dean of the Graduate School until the student's concerns are resolved or the original grade is upheld. The grade will be considered at each administrative level only after it has been reviewed by the instructor and by the administrator at each previous level. The department chair will respond to the grade appeal either by upholding the original grade or working with the faculty member to propose a means of re-evaluating the student's final grade.

If the student's concerns are not resolved by the department chair and faculty member, the dean will work with the department chair to propose a means of re-evaluating the student's final grade. If the student's concerns are not resolved by the department chair and dean, the student may submit the written appeal to the Dean of The Graduate School, who will forward it to the Student Affairs and Academic Appeals Committee of the Graduate Council. The Student Affairs and Academic Appeals Committee will recommend that the original grade will be upheld or will recommend a new grade. The recommendation will be forwarded to the Provost and Vice Chancellor for Academic Affairs. If a grade change is approved, the change will be forwarded to the Registrar with a copy to the faculty member for notation on the student's record. A complete record of the grade appeal process will be placed in the student's permanent file. The decision of the Provost and Vice Chancellor for Academic Affairs regarding a grade appeal is final and may not be appealed further.

### **Grade Appeal Timeline**

Students must initiate the formal grade appeal process no later than the last day of the next semester (fall or spring) after the contested grade was received. Grade appeals submitted after this deadline will not be considered. Faculty members, department chairs, and deans must reply to written grade appeals within 15 business days of receipt of the appeal. Failure to reply by this deadline is equivalent to a rejection of the appeal.

Students wishing to appeal the rejection of a grade appeal to the next administrative level must do so within 15 business days of notification of the rejection of the appeal or the expiration of the 15-day period. Failure to appeal within the 15-day period is equivalent to dropping the appeal.

The Student Affairs and Academic Appeals Committee will make a recommendation to The Graduate School within twenty (20) business days of receiving the appeal request from the Dean of The Graduate School. Students who initiate a formal grade appeal in the same semester that they plan to graduate should be aware that the grade appeal very likely will NOT be resolved in time for graduation clearance.

### **Graduation Requirements**

For the completion of a graduate degree program, an overall grade point average of 3.0 or higher is required for graduation. To calculate the average, all grades except "S" and "U" will be counted in all courses that are attempted. All courses in the student's approved program of study must be completed. Students must be enrolled at Fayetteville State University during the semester during which they graduate. For students in Master's Degree Programs, courses cannot be older than six (6) years at the time of graduation. For students in the Doctoral Degree Program, courses cannot be older than eight (8) years at the time of graduation. Students must apply for graduation the semester prior to the semester they plan to graduate and

must pay the required graduation fee. Students cannot graduate with an I, IP, or U on their transcripts; all requirements to remove these grades must be met before graduation.

### **Application for Graduation**

To become a candidate for graduation, a student must submit an application with The Graduate School no later than the date set forth in the academic calendar. The university assumes no responsibility for making adjustments for students who fail to file an application by the designated date in the academic calendar. (See Academic Calendar for specific dates each semester.)

### **Independent Study**

With the approval of the instructor, department chair, dean of the school/college, and the Dean of The Graduate School, graduate students who have been admitted to candidacy may register for independent study in their major field. Students registered for independent study must be scheduled for regular conference periods at least weekly. No more than three (3) semester hours of credit for independent study may be earned in any one semester, and no more than six (6) semester hours of credit for independent study may be applied toward a graduate degree.

An existing course listed in *The Graduate Catalog* may not be taught as an independent study. Anyone seeking to pursue independent study must be a candidate for a degree at Fayetteville State University.

### **Leave of Absence**

A student in good academic standing who must interrupt his or her graduate program for good reasons may request a leave of absence from graduate study for a definite period not to exceed one year. The request must be made in writing and should be made at least one month prior to the beginning of the semester the student plans to take the leave of absence. Upon the approval of the student's department chair/program director, and dean of the school or college, and the Dean of The Graduate School the student will not be required to register during the leave of absence. The time that a student spends on an approved leave of absence will be included in the time allowed to complete the degree (i.e., six years for the master's degree and eight years for the doctoral degree.)

### **Medical Insurance**

The university requires all undergraduate and graduate students who are enrolled in six or more credit hours on the main campus to have medical insurance and provides a medical insurance plan for each student. Medical insurance fees are automatically assessed as part of a student's overall tuition and fees. A student may waive the medical insurance fee for the entire fiscal year by completing an insurance waiver form at the beginning of the fall semester or by completing the waiver form by the last day of posted registration for each semester online only at [www.studentinsurance.com](http://www.studentinsurance.com). **Documentation of proof of insurance is needed to waive the student medical insurance fee.**

### **Orientation**

All graduate students should attend a Graduate Student Orientation session delivered by The Graduate School during the semester in which they begin graduate study. Multiple sessions are offered during the beginning of each semester to accommodate students' schedules. The orientation sessions focus on academic policies, regulations, and procedures.

**Prerequisites** All students, including provisionally accepted and professional development students, are required to meet all course prerequisites and to obtain the required permissions through the department offering the course.

### **Program of Study**

All students must have a program of study developed in consultation with their academic advisors. The program of study must list all required courses and electives. As students complete courses, the program of study should be updated by the academic advisor to indicate the semester courses were taken and the grades earned. Any changes to the program of study must be requested by submitting the *Request for Change of Graduate Degree Program of Study* form posted on the Graduate School website. A copy of the updated program of study must be submitted when applying for admission to candidacy and when applying for graduation.

### **Program Transfer Appeal**

Students who seek to transfer to another program but who have earned an “F” grade in a previous graduate program must make a written appeal to the Dean of The Graduate School, who will refer the appeal to the Admissions Committee of the appropriate department in the school or college. The Admissions Committee will make a recommendation to the dean of that school or college, who will submit a recommendation to the Dean of The Graduate School. The Dean of The Graduate School will make the final decision and notify the student of the decision.

### **Readmission**

Students whose programs are terminated because of failure to maintain continuous enrollment and who have not been granted a leave of absence during a fall or spring semester will be required to reapply for admission and pay the re-admission fee if they wish to resume their graduate study at Fayetteville State University.

### **Registration**

Students are responsible for registering for classes according to procedures and deadlines established by the Registrar. Attending a class does not constitute official enrollment in a class. Students will not receive credit or a grade for any class for which they are not officially registered. The classes for which a student is registered at the close of the official registration period constitute the student’s official schedule and course load. Tuition and fees are based on the student’s total hours of enrollment at the close of the official registration period.

### **Release of Directory Information**

Unless a student requests in writing to the contrary, FSU is permitted to release directory information without consent. FSU recognizes the following as directory information: a student’s name, local and permanent address, email address, telephone number, enrollment status (undergraduate, graduate, full-time or part-time), date and place of birth, major field of study, dates of attendance, honors, degrees and awards (including scholarships) received, participation in officially recognized activities/organizations and sports, weight and height of members of athletic teams, and the most recent previous educational agency or institution attended.

Under FERPA, a student has the right to request that the disclosure of directory information be withheld as long as the student is enrolled at FSU. If a student wishes to have the student’s directory information

withheld, the student should submit a written request to the Office of the Registrar by completing the Request for Non-Disclosure of Directory Information form <http://www.uncfsu.edu/registrar/forms/nondisclosure.pdf>). Directory information may be released without permission for students no longer enrolled at FSU unless that student, at his/her last opportunity as a student, requested otherwise.

A student or parent may not use the right to opt out of directory information disclosure to prevent FSU from disclosing or from requiring a student to disclose the student's name, identifier, or institutional e-mail address in a class in which the student is enrolled.

A copy of complete FERPA policies and procedures may be obtained online.

### **Repetition of Courses**

With approval, a graduate student will be allowed to repeat a maximum of two courses in which the student has been assigned a grade of F, C or U (but not a grade of "I"). If the course grade has resulted in termination of enrollment, the student must appeal to be reinstated in order to repeat the course. The grades earned on the first attempt and on the repeat attempt will remain a part of the student's permanent record and will be shown on the student's transcript. However, the grade and hours earned in the first attempt will not be computed in the grade point average. Enrollment will be terminated if a student receives a grade of F or U in a repeated course. A given course may be repeated one time only.

Students are not allowed to repeat courses without the approval of the department chair, dean of the student's school or college, and the Dean of the Graduate School. To request approval to repeat a course, the student must write a letter to the Dean of the Graduate School explaining the reasons for the need to repeat the course, including documentation of mitigating circumstances. The student's department chair and school/college dean must also write a letter in support of the student's request. The Dean of The Graduate School will submit the request to the Academic Policy and Evaluation Committee of the Graduate Council. The Dean of The Graduate School then will submit the Committee's recommendation to the full Graduate Council for a decision. Courses approved for repetition must be completed at Fayetteville State University.

### **Second Master's Degree**

Students pursuing a second graduate degree must complete successfully all school/college and departmental/area requirements. Students with graduate degrees previously earned at Fayetteville State University or at another accredited institution may petition to transfer up to six (6) semester hours taken internally and up to six (6) semester hours taken externally to be applied to a new degree program. Graduate work must not be older than six (6) years at the time the degree is awarded.

### **Seniors in Graduate Level Courses**

Fayetteville State University students with senior classification in the College of Arts and Sciences and the School of Education may be permitted to enroll in 500-level classes. Students in the School of Business and Economics with senior classification may be permitted to enroll in 500 and 600 level courses. Undergraduates must meet the following criteria to be permitted to register for graduate level courses:

- Students must have a G.P.A. of 3.0 or higher.
- Students must be eligible for graduation during the academic year in which they are registered for graduate courses.
- Students seeking enrollment in courses for graduate credit must obtain approval from their advisor, department chair, dean of the college/school in which the students are pursuing the major; and the Dean of The Graduate School.

Graduate courses taken by students to fulfill undergraduate degree requirements will not be recognized by the University for graduate credit. However, graduate courses taken by students for graduate credit may be used to fulfill graduate degree requirements. Undergraduate students registered for graduate courses may not take more than fifteen (15) credit hours per semester during the regular academic year or more than nine (9) credit hours in a summer session.

Undergraduate students enrolled in graduate level courses may earn no more than two (2) "C" grades in all graduate level courses. Students who earn an "F" grade or three (3) "C" grades in graduate level courses will not be permitted to take additional graduate level course as an undergraduate student. Students must maintain a 3.0 grade point average in all graduate courses.

### **Termination**

Graduate students who fail to maintain at least a grade point average of 3.0 or fail to maintain continuous enrollment without having been granted a leave of absence during a fall or spring semester will be terminated from the program. Students who have been terminated from their programs will be required to reapply for admission and pay the re-admission fee if they wish to resume their graduate studies at Fayetteville State University. Students who leave the University for a period of one semester or longer and then return to the University will be required to meet new catalog and program requirements in effect at the time of return.

### **Textbook Rental Policy**

In order to make textbooks more affordable for students, Fayetteville State University has adopted a Textbook Rental Program. This program includes an across the board charge to all students. The Textbook Rental Program includes hardback and paperback textbooks that are required for courses. Paperback textbooks must have a new retail value of \$50.00, or above. The Program also excludes any course materials with a retail price of less than \$50.00, course packs, or any course materials with a one-time use, ancillary study guides, and lab books. **Exception for Graduate Students: The Textbook Rental Program allows graduate students the option to participate in the Rental Program or to purchase books. This option must be exercised at the time the graduate students register each semester and cannot be changed during the semester.**

### **Thesis and Dissertation Editor Review**

The Thesis and Dissertation Editor in The Graduate School will review all theses and dissertations to ensure they adhere to The Fayetteville State University Graduate School *Guide for the Preparation and Submission of Theses and Dissertations*. (This document and *The Thesis and Dissertation Checklist* are posted on the Graduate School Website.) After the thesis/dissertation defense and at least three (3) weeks before graduation, the student must submit one (1) copy of the thesis/dissertation to the Thesis and Dissertation Editor in The Graduate School for review. Once the Editor's review is complete, the Graduate School will email the Editor's feedback to the student and Thesis/Dissertation Advisory Committee Chair. The student, in consultation with the Advisory Committee Chair, should make the necessary corrections and submit one (1) copy of the revised thesis/dissertation to The Graduate School for verification that the corrections have been made. The Graduate School will notify the student and the Advisory Committee Chair when the draft is approved for submission as the final document.

### Transfer Credits

A maximum of six (6) semester hours of transfer credits for graduate courses with a grade of B or higher may be accepted toward completion of a master's degree at Fayetteville State University. The doctoral program allows for six (6) hours of transfer credit; however, these six hours may not be in the core. The remaining hours must be earned in residence. ***Only courses that counted toward a degree at a regionally accredited institution will be considered for transfer credit. Correspondence courses at any institution will not be accepted.***

Students wishing to pursue courses at another university to transfer to Fayetteville State University must obtain the approval of the department chair, dean of the school or college, and Dean of The Graduate School prior to taking the courses. Students should submit the “Request to Pursue Courses for Transfer to Fayetteville State University” form. The form is posted on The Graduate School website.

Students wishing to transfer credits must submit the “Transfer of Course(s) Evaluation Form,” official transcripts, and other appropriate course identification information (e.g., copy of course description from catalog, course syllabus) to the advisor for initial approval. The recommendations of the advisor should be forwarded to the department chair, dean of that school or college, and Dean of The Graduate School for approval. Course work may be transferred upon the student's admission into a graduate school program. ***Course work transferred must not be older than six (6) years at the time the intended Masters Degree or eight (8) years at the time the intended Doctoral Degree is awarded.***

### Transcript Request Policy

Students may request a transcript using their online student information account. Online requests are mailed the next business day. Requests submitted by mail or in person will be processed within five (5) to ten (10) working days of receipt of the request and fee. For more details, visit the Office of the Registrar's website at <http://www.unctsu.edu/registrar/transcrp.htm>. During peak periods, such as registration, commencement, and grading periods for midterm and final examinations, the processing period for all requests is five (5) to ten (10) working days.

Students who request transcripts using the online student information system will not be charged a transcript fee. Students who request transcripts using the fax or walk-in method will be charged \$5 per transcript. Transcripts are released only when the student's account is paid in full and loan payments are current. Requests for transcripts should be mailed to:

Office of the Registrar  
Fayetteville State University  
1200 Murchison Road  
Fayetteville, NC 28301-4298  
Phone: 910-672-1185

Students who request to pick up a transcript will be assessed the \$5.00 transcript fee. The transcript will be addressed to the student and the envelope labeled “Released to Student.”

### Withdrawal from a Class

Students may withdraw from individual classes until the deadline each semester, term, or session. (See Academic Calendar for specific dates.) Students who complete the class withdrawal process will receive a grade of “W.” Tuition and fees are not adjusted for withdrawing from individual classes. Failure to attend classes does not constitute official withdrawal from that class. Students who stop attending classes but do not officially withdraw will receive a final grade of “F” and automatically will be withdrawn from the University.



## Withdrawal from the University

Students who voluntarily leave the University before the close of the semester must withdraw officially from the university. Note that if students are enrolled in only one (1) course and voluntarily leave the University, they also should withdraw officially from the University instead of withdrawing from the course. Students must initiate the process by going to the Center for Personnel Development and obtaining appropriate signatures. The withdrawal form must be taken to the Registrar's Office to complete the process. Students who leave the University before the close of the semester without officially withdrawing will receive a failing grade for each course in which he or she is enrolled. A graduate student receiving a failing grade is automatically suspended from the University and must appeal for reinstatement.

Before deciding to withdraw from the university, a student should consult with his or her advisor to discuss the reasons for the withdrawal, and the student's plan for continuing his or her education. A student who wishes to withdraw from all classes must complete the official university withdrawal process, which is initiated in the Center for Personal Development located in the Spaulding Building, Room 155. The appropriate steps in the process are as follows:

Upon entering the Center for Personal Development, the student will be asked to have a conference with a counselor to discuss the reasons for the possible withdrawal. If unable to resolve the problems, the counselor will ask the student to complete the top portion of the withdrawal form. If the student is a boarding student, he or she will be directed to the Housing Office to complete all steps for moving out of the residence hall.

A representative of the Center for Personal Development will contact the Office of Financial Aid to determine if the student is a financial aid loan recipient and if he or she has had a Federal Perkins Loan. Based on the student's status, the following actions will be taken: If the Financial Aid Office advises that the student does not have financial aid, he or she is directed to the Dean of The Graduate School's office. The Personal Development staff member will indicate on the withdrawal form the name of the Financial Aid staff member with whom he or she spoke.

If the Financial Aid representative indicates that the student has received any loans through our institution or previous institutions, but no Federal Perkins Loan funds, the student will be directed to a Financial Aid counselor for processing. Once the student has completed all financial requirements, he or she will then be directed to the Dean of The Graduate School.

If the Financial Aid representative indicates that the student has a Federal Perkins Loan, the student will be directed to the Federal Perkins area within the Business and Finance office. Once the appropriate Federal Perkins Loan documents are completed, a Federal Perkins Loan staff member will sign the withdrawal form and the student will then be directed to the Financial Aid office to complete the final exit form. Once completed, a Financial Aid counselor will direct the student to the Dean of The Graduate School. The student is responsible for securing the Dean of The Graduate School or designee's signature and submitting the completed form to the University Registrar's office for final processing. The official date of the student's withdrawal from the university is based on the date when the Registrar approves the form. Upon receiving the withdrawal form from the Registrar's office, the Business office will make the appropriate adjustment to the student's account and notify the student of any remaining balance or refund of tuition and fees paid.

When extreme emergencies prevent a student from completing the withdrawal process in person, he or she must call the Center for Personal Development at 910-672-1203 within two working days of his or her departure from the university, and request special permission to process the withdrawal by mail. The appropriate forms must be returned within one week from the date they are mailed to the student. The student will be required to submit a written justification along with the forms before they will be accepted by the university. All correspondence must be directed to the Center for Personal Development. When extreme emergencies prevent a student from completing the withdrawal before the published deadline, the student must make the request for withdrawal from the university, in writing, to the Dean of The Graduate School. This request must include documentation of the circumstances that prevented the student

from completing the process according to published deadlines. Such requests must be made by the end of the next regular semester after the semester for which the university withdrawal is requested.

The university will not make any refund of tuition/fees or room and board charges until four (4) weeks after the student completes the official withdrawal process. All refunds will be made by check. After the end of the official withdrawal period, which is ten (10) weeks for the Fall and Spring Semesters and four (4) weeks for the Summer Sessions, adjustments can be granted only if exceptional circumstances are documented. Also within the official withdrawal period, students may request an increased withdrawal adjustment if exceptional circumstances are documented. These requests must be submitted with the appropriate documentation to the Vice Chancellor for Business and Finance. After an administrative review, the university will notify the student of its decision.

A student is not officially withdrawn from the university unless and until he/she has completed the withdrawal process. The official withdrawal date is the date the Registrar approves the form. (See “Expenses” section of the catalog for information about financial adjustment.)

## **MASTER’S DEGREE REQUIREMENTS**

### **Admission to Candidacy for the Master’s Degree**

Admission to Fayetteville State University in a degree program does not carry with it admission to candidacy for the graduate degree. Students should apply for admission to candidacy once they have completed at least twelve (12) credit hours but no more than eighteen (18) credit hours of study at Fayetteville State University. Approval of degree candidacy by the Graduate School certifies that the student’s academic performance has been reviewed and that permission to pursue the program of study to completion has been granted. To be admitted to candidacy for a graduate degree, the student must have:

- Been admitted to a degree program;
- Completed at least twelve (12) credit hours (600 level courses in the MBA program) but not more than eighteen (18) credit hours of graduate study at Fayetteville State University, with a GPA of 3.0 or higher at the time of application for admission to candidacy;
- An advisor assigned by the departmental or area;
- An approved program of study; and
- Satisfied all other conditions affecting admission.

Failure to meet the requirements will result in denial of admission to degree candidacy and administrative withdrawal from the stated degree program. The following is the procedure for requesting admission to degree candidacy:

- 1) The student submits to the Dean of The Graduate School an application for admission to degree candidacy signed by the student’s graduate advisor and department chair/program director after completing twelve (12) hours of graduate study at Fayetteville State University.
- 2) The Dean of The Graduate School processes the application and notifies the student of the action taken.
- 3) Copies of the letter are sent to the student, advisor, department chair, director, and registrar.

Note: Students who have completed eighteen (18) credit hours and have not applied for admission to candidacy will not be permitted to enroll in additional courses.

### **Comprehensive Examination**

In addition to regular examinations, a final Comprehensive Examination on the content of a degree program is required of all candidates in some master’s degree programs. Students writing a thesis must pass the required comprehensive examination before the thesis is defended. The Comprehensive Examination will cover topics as outlined by the department. The written examination will be constructed by the faculty

and administered by the department chair or an appointee of the chair. The examination must be administered at least eight (8) weeks before the end of the semester in which the candidate expects to receive the degree.; the date is specified on The Graduate School Calendar. A candidate is eligible to take the examination after completions of all course work or while the final courses are in progress. Candidates may take the written examination twice, but they cannot retake the examination in the same semester. Candidates who fail the written examination on the second attempt will be terminated from the program. Students will be notified of their examination results by the Dean of The Graduate School.

If an oral examination of the written comprehensive examination is required, it will be administered by a committee of three graduate faculty recommended by the department chair, and the appropriate dean of the school or college. A unanimous vote by the committee is required to pass the oral comprehensives. Passing of the oral examination may be conditional and dependent upon the completion of additional work to the satisfaction of the committee. A formal re-examination will not be required in this case. Candidates may submit an application to the Dean of The Graduate School to appeal the committee's decision. Graduate faculty are invited to attend the oral comprehensive examination sessions for all graduate degree candidates. Discussions and decisions of the examination committee are confidential.

Applications for the Comprehensive Examination are available online and in the office of the Dean of The Graduate School. Please note that it is the student's responsibility to apply to take the Comprehensive Examination.

### **Thesis**

A written thesis and its defense are required for candidates in several master's degree programs. Students should consult the *The Graduate Catalog* for program requirements for their specific programs. The purpose of the thesis is to provide an experience in scholarship, which will be of enduring value to the student in understanding how new knowledge is developed. The thesis provides tangible evidence of the student's development as a scholar and especially his or her capacity to discover and effectively communicate research findings. The thesis should also enlarge the body of knowledge in the student's chosen field. Theses must represent an original investigation into a subject, which has been approved by the Thesis Advisory Committee and the dean of the student's school or college. The Dean of the Graduate School will ensure that Graduate School guideline and policies are adhered to and will signify completion of requirements for the theses.

### **Thesis Advisory Committee**

The student must choose a thesis committee in consultation with the major advisor. The committee will consist of a minimum of three (3) graduate faculty, one of whom must be the chair of the Thesis Advisory Committee and one must be from outside the student's major department. The committee must be approved by the chair of the department/director, dean of the school or college, and the Dean of The Graduate School. The Committee Membership Form is posted on The Graduate School website. If the approved committee membership changes, a new form indicating the proposed new membership must be submitted for approval.

### **Proposal Approval**

The student must submit a written thesis proposal to the Thesis Advisory Committee. The proposal must be approved by the Committee.

### **Oral Defense**

Once the thesis is completed, an application for the oral defense must be filed with the Dean of The Graduate School by the chairman of the Thesis Advisory Committee; the form is located on The Graduate

School website. The application must be filed at least two (2) weeks prior to when the defense is to be held and must be accompanied by certification that the thesis is complete except for revision which may be necessary as a result of the oral defense and of the review of the Thesis and Dissertation Editor.

A written notice of the time and place of the defense of the thesis will be sent by the Dean of The Graduate School to the candidate, each member of the committee, and the faculty at Fayetteville State University. The oral defense is an academic evaluation of the thesis by the committee, and is open to the committee members, university faculty, and approved guests. During the defense, the Thesis Advisory Committee may ask the candidate questions regarding subject matter in the student's major field. The defense must be at least four (4) weeks before graduation, and the results must be sent within three (3) days of the defense to the Dean of The Graduate School. A student may defend the thesis a maximum of two times. *Maximum credit allowed for the thesis is six (6) semester hours.*

### **Submission of Thesis**

The Thesis and Dissertation Editor in The Graduate School will review all theses and dissertations to ensure they adhere to The Fayetteville State University Graduate School *Guide for the Preparation and Submission of Theses and Dissertations*. (The *Guide* and *The Thesis and Dissertation Checklist* are posted on the Graduate School Website.) After the thesis defense and at least three (3) weeks before graduation, the student must submit one (1) copy of the thesis to the Thesis and Dissertation Editor in The Graduate School for review. Once the Editor's review is complete, the Graduate School will email the Editor's feedback to the student and Thesis Advisory Committee Chair. The student, in consultation with the Thesis Advisory Committee Chair, should make the necessary corrections and submit one (1) copy of the revised thesis to The Graduate School for verification that the corrections have been made. The Graduate School will notify the student and Thesis Advisory Committee Chair when the draft is approved for submission as the final document. Once the final document is approved by The Graduate School, the student must submit four (4) unbound copies of the thesis in final form to the Graduate School prior to graduation. Detailed information on form and organization is presented in the *Guide for the Preparation and Submission of Theses and Dissertations*. The *Guide* and *The Thesis and Dissertation Checklist* are posted on The Graduate School Website. There is a \$80.00 fee for a thesis, which must be paid to the Business Office before the final submission of the thesis.

### **Degree Time Limit**

All master's degree requirements, including the thesis, must be completed within six (6) calendar years from the date of the first course(s) carrying graduate degree credits applicable to the student's degree program. No courses, including transferred or substituted courses, can be older than six (6) calendar years at the time a student graduates.

## **DOCTORAL DEGREE REQUIREMENTS**

### **Admission to Doctoral Degree Candidacy**

Doctoral students must file the "Admission to Candidacy for a Doctoral Degree" form after successfully completing a minimum of 54 credit hours and passing the comprehensive examinations.

### **Comprehensive Examination**

In addition to regular examinations, a final Comprehensive Examination on the content of the degree program is required of all candidates for the doctoral degree. Students must pass the comprehensive examination before beginning the dissertation process.

The Comprehensive Examination will cover topics as outlined by the department. The written examination will be constructed by the faculty and administered by the department chair or director. The

examination must be administered no more than eight weeks after the doctoral student has completed a minimum of 54 credit hours successfully. A student is eligible to take the examination after completion of all course work or while the final courses are in progress. Students may take the written examination twice, but must wait at least one semester to retake the examination. Students who fail the written examination on the second attempt will be terminated from the program.

If an oral examination of the written comprehensives is required, it will be administered by a committee of three graduate faculty recommended by the department chair/director and approved by the appropriate dean, and the Dean of The Graduate School. A unanimous vote by the committee is required to pass the oral comprehensive. Passing of the examination may be conditional and dependent upon the completion of additional work to the satisfaction of the committee. A formal re-examination will not be required in this case. Students may submit an application to the Dean of The Graduate School to appeal the committee's decision. Graduate faculty are invited to attend the oral comprehensive examination sessions for all graduate degree students. Discussions and decisions of the examination committee are confidential. Applications for the Comprehensive Examination are available online and in the Office of the Dean of The Graduate School. Please note that it is the student's responsibility to apply for the Comprehensive Examination.

### **Dissertation**

A written dissertation and its defense are required for all doctoral candidates. The purpose of the dissertation is to provide an experience in scholarship, which will be of enduring value to the student in understanding how new knowledge is developed. The dissertation provides tangible evidence of the candidate's development as a scholar and especially his or her capacity to discover and communicate research findings effectively. The dissertation should also increase the body of knowledge in the candidate's chosen field. Dissertations prepared by candidates for the doctoral degree in Educational Leadership must represent a well-defined investigation into a subject, which has been approved by the Dissertation Committee and the Dean of the School of Education. The Dean of The Graduate School will ensure that The Graduate School guidelines and policies are adhered to and will signify completion of requirements for the dissertation.

### **Dissertation Advisory Committee**

A dissertation committee will be established through the coordinated efforts of the Director of the Ed.D. Program. The committee will consist of a minimum of three (3) graduate faculty, one of whom must be the chair of the Dissertation Committee and one from outside the candidate's major department. The committee membership must be approved by the chair of the department/director, the Dean of the School of Education, and the Dean of The Graduate School. The Committee Membership Form is posted on The Graduate School website. If the approved committee membership changes, a new form indicating the proposed new membership must be submitted for approval.

### **Proposal Approval**

Each candidate must submit a proposal to do a dissertation. The proposal approval process involves a series of specific steps. First, the candidate confers with the Dissertation Committee Chair until they can agree on a potential topic. Once the candidate and Chair agree on a topic and a draft of the proposal is completed, the Chair schedules a proposal meeting with the full Dissertation Committee. At this point, the committee may approve, modify, or disapprove the proposal. The candidate must continue to work on the proposal until it has been approved by all committee members. After the proposal has been approved by the full committee, it is forwarded to the Director of the Doctoral Program, the Department Chair, the Dean of the School of Education, and the Dean of The Graduate School for approval. Candidates may register for EDLE 740 – Dissertation (fall semester of third year) only after completing 54 credit hours, passing the comprehensive examinations, and being admitted formally to candidacy. Doctoral candidates must be enrolled continuously until the dissertation has been completed and defended successfully. After doctoral

candidates earn six credits in EDLE 740, they must enroll in EDUC 999, Dissertation – Non Credit, until the dissertation is completed and defended.

### **Oral Defense**

The dissertation requirements culminate with the oral defense, which has a rich tradition in doctoral level studies and is to be taken seriously. Three weeks prior to all oral defense requested dates, the chair of the committee will send the Dissertation Proposal Defense Approval Form to the director who will review and send to the Dean of the School of Education for final approval. The Director, in collaboration with the Dean of The Graduate School will select a date for the oral defense. The defense must be scheduled by the director at least four weeks before graduation.

The oral defense is an academic evaluation of the dissertation by the committee, and is open to the committee members, dissertation students, and University faculty. Two weeks prior to the oral defense the director, in consultation with the Dean of The Graduate School, will announce to the university faculty the time and place of the defense.

The committee chair will serve as facilitator for the defense. The chair will ask the candidate to present a brief summary of the dissertation, and will then entertain questions from the committee. Once the committee has completed its questions, members of the audience may raise questions. After all questions have been exhausted, the chair will ask the candidate and audience to leave the room while the committee debates the outcome. The results can be an unqualified pass, a modified pass depending on recommendations for changes, or a failure. If the candidate fails the first defense, he or she will be allowed one more opportunity at a later date. The chair must file the necessary forms through the office of the director of the program and should be forwarded to the Dean of The Graduate School for defense.

### **Submission of Dissertation**

The Thesis and Dissertation Editor in The Graduate School will review all theses and dissertations to ensure they adhere to The Fayetteville State University Graduate School *Guide for the Preparation and Submission of Theses and Dissertations* and the *Dissertation Writing Manual*. (The *Guide* and *The Thesis and Dissertation Checklist* are posted on the Graduate School Website.) After the dissertation defense and at least three (3) weeks before graduation, the student must submit one (1) copy of the dissertation to the Thesis and Dissertation Editor in The Graduate School for review. Once the Editor's review is complete, the Graduate School will email the Editor's feedback to the student and the Dissertation Advisory Committee Chair. The student, in consultation with the Committee Chair, should make the necessary corrections and submit one (1) copy of the revised dissertation to The Graduate School for verification that the corrections have been made. The Graduate School will notify the student and the Advisory Committee Chair when the draft is approved for submission as the final document.

Once the final document is approved by The Graduate School, the student must submit four (4) unbound copies of the dissertation in final form to The Graduate School prior to graduation. Detailed information on forms and dissertation organization is presented in the *Dissertation Writing Manual*. There is a \$180.00 fee for a dissertation, which must be paid to the Business Office before the final submission of the dissertation.

### **Policy on Completion of Dissertation**

Candidates who have completed their course work and the number of dissertation hours for credit required in their doctoral degree program must take one of two actions as follows: Candidates who will continue to use university resources in completing their degrees must enroll in EDUC 990 and pay tuition and fees for not less than three hours of continuing completion of thesis/dissertation credit each semester. These hours will not count toward the degree and will carry a different course number than those dissertation courses that are included within the hours designated for the degree.

Candidates who will not use university resources should apply for a leave of absence. Candidates choosing this option must file a formal petition in writing with the Dean of The Graduate School for a leave of absence that states that they will not use university resources during the leave period. Candidates granted a leave of absence must re-apply to The Graduate School for active status to the graduate school. Regardless of the course of action selected, all candidates must be enrolled in EDLE 740 or EDUC 999 during the semester in which they complete their graduate work or are scheduled to receive their degrees.

**Degree Time Limit**

Doctoral degree requirements, including the dissertation and transfer credits, must be completed within eight (8) calendar years from the date of enrollment in the first course(s) carrying graduate degree credits applicable to the student's program. No courses, including transferred or substituted courses, can be older than eight (8) calendar years at the time a student graduates.

## College of Arts and Sciences

The College of Arts and Sciences (CAS) is dedicated to meeting the academic and professional needs of students through high quality, cutting edge, accessible degree programs. The College of Arts and Sciences offers master's degrees in the arts, humanities, natural sciences, and social and behavioral sciences. With a strong commitment to community service and research, the College of Arts and Sciences uses cutting edge technology and teaching strategies to empower students to improve the quality of life of all members of society.

### Department of Biological Sciences

#### Degrees:

- Master of Science in Biology

### Department of Criminal Justice

#### Degrees:

- Master of Science in Criminal Justice. Thesis Option
- Master of Science in Criminal Justice. Non-Thesis Option

### Department of English

#### Degrees:

- Licensure in English as Second Language

### Department of Mathematics and Computer Science

#### Degrees:

- Master of Science in Mathematics - Non-Thesis Option
- Master of Science in Mathematics - Thesis Option

### Department of Psychology

#### Degrees:

- Master of Arts in Psychology. Counseling Track
- Master of Arts in Psychology. Experimental Track

### Department of Social Work

#### Degrees:

- Master of Social Work. Children and Family Concentration
- Master of Social Work. Children and Family Concentration. Part-time
- Master of Social Work. Children and Family Concentration. Advanced Standing
- Master of Social Work. Children and Family Concentration. Part-time. Advanced Standing
- Master of Social Work. Mental Health Concentration
- Master of Social Work. Mental Health Concentration. Advanced Standing
- Master of Social Work. Mental Health Concentration. Part-time.
- Master of Social Work. Mental Health Concentration. Part-time. Advanced Standing



**Department of Sociology****Degrees:**

- Graduate Certificate in Applied Sociology. Criminology and Deviance Option
- Graduate Certificate in Applied Sociology. Data Analysis Option
- Graduate Certificate in Applied Sociology. Demography Option
- Graduate Certificate in Applied Sociology. Health and Aging Option
- Graduate Certificate in Applied Sociology. Teaching Sociology Option
- Master of Arts in Sociology. Practicum Option
- Master of Arts in Sociology. Thesis Option

**Department of Biological Sciences**

The Master of Science in Biology degree program is designed for qualified students who are seeking careers as efficient and responsible scientists and science educators. The program requires a minimum of 34 semester hours of credit and emphasizes the development of analytical skills in problem-solving and decision-making.

**Learning Outcomes**

1. Demonstrate knowledge about the basic principles underlying the scientific method and use of scientific methodology.
2. Design experiments with appropriate controls in the field and/or laboratory setting.
3. Conduct original research in a biological discipline. Student should be able to retrieve information from databases, interpret observations through creation, testing, analysis, and communication of hypotheses.
4. Demonstrate a thorough understanding and/or competency in a specific area of biological science.
5. Apply knowledge through critical thinking, inquiry, and analysis. Students should be able to inspect data and apply basic statistics to their analysis.
6. Communicate research results in written and oral form.
7. Demonstrate ability to reflect upon and discuss the nature of biology and its ethical impact on humanity and the environment.

Applicants for the Master of Science in Biology program must have an undergraduate major in biology with an overall minimum 2.5 average for all undergraduate work or a minimum 2.75 average in the last 60 hours of study, which may include no more than 12 hours of graduate study. Applicants must provide a score on the general section of the Graduate Record Examinations taken within the last five years and submit two letters of recommendation from persons qualified to evaluate their ability to pursue graduate study in biology. In addition, applicants must also submit a two (2) page Personal Statement describing the applicants' interest in biology, their long-term goals, any previous research experience, current research interest and what they hope to accomplish with a Master of Science degree in Biology.

**Master of Science in Biology****Program Requirements****Credits****Total Credit Hours****34.0**

Undergraduate major in biology with overall minimum 2.5 average for all undergraduate work or minimum 2.75 average in last 60 hours of study, which must include no more than 12 hours of graduate study. Must provide a score on the general section of the Graduate Record Examination taken within last five years. Submit two letters of recommendation from persons qualified to evaluate student's ability to pursue graduate study. Must submit a two (2) page Personal Statement describing the applicant's interest in biology, their long-term goals, any previous research

experience, current research interest, and what they hope to accomplish with a Master of Science degree in Biology. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years.

#### **Core Courses**

10.0

Based on applicant's academic background, an individualized course of study will be planned by an assigned advisor in consultation with the student. Graduate program of study will be composed of 500 and 600 level graduate courses. Students with deficiencies in science background may be required to take additional undergraduate courses without credit toward master's degree. BIOL 620 And BIOL 630 And BIOL 690

#### **Other Discipline Courses**

24.0

Choose eight courses from the following in consultation with an advisor BICH 610 Or BIOL 610 Or BIOL 640 Or BIOL 650 Or BIOL 660 Or BIOL 670 Or BIOL 680 Or BOTN 620 Or BOTN 630 Or BOTN 640 Or ZOO 570 OR ZOO 585 OR ZOO 610 OR ZOO 630

#### **Other Requirements**

Undergraduate course in computer science is strongly recommended. Course in statistics is required for those without adequate background in statistics. Students in this program are required to complete a thesis. Written comprehensive examination and oral defense of thesis are required. Research activities should begin as early as spring semester of first year. Literature searches relative to proposed research should be started first semester of initial year of graduate study.

### **Department of Criminal Justice**

The Department of Criminal Justice offers a graduate course of study leading to the degree of Master of Science in Criminal Justice. The program of study is designed to produce graduates who have the research skills and theoretical knowledge to obtain professional, managerial and research positions in a variety of justice-related fields and/or pursue doctoral degrees in criminal justice or criminology. The program requires a minimum of 33 semester hours of graduate study in criminal justice.

#### **Learning Outcomes**

- Creative thinking: - the ability to analyze complex criminal justice issues and problems in their historical and contemporary context and to propose original, diverse and sophisticated interpretations and solution, reflecting sufficient academic rigor to be used in policy making and scholarly settings.
- Leadership qualities – Apply advanced leadership principles to generate and/or manage a project and/or group work by demonstrating communication skills in written and/or oral form.
- Critical thinking – Use and analyze evidence to guide problem analysis, problem solving, and decision making by differentiating between misconceptions and sound empirical knowledge.
- Communication skills – Express, interpret and prioritize thoughts, ideas, and knowledge in a clear, concise manner in both written and oral form.
- Technology and computing skills – Demonstrate the ability to use word processing, library resources, editing tools, and basic statistical programs to research complex criminal justice issues.
- Quantitative Reasoning – Build on the knowledge of applied and scholarly research to generate research questions, compute statistical analyses of data and/or demonstrate the ability to meaningfully interpret outcomes.
- Ethical decision making – Apply analytical skills to criminal justice problems and identify the ethical implications within such problems in the appropriate legal and substantive settings, along with proposing potential solutions that are realistic options in public policy settings.

- Understanding diversity – Identify, discuss, and propose action in response to the complex differential effects of treatment of people by and/or within the criminal justice system based on racial, ethnic, sexual orientation, sex, gender, and age characteristics.
- Synthesis – Evaluate the workings of and effects of the criminal justice system and the impact of crime in a complex modern society, based on knowledge from multiple sources, such as procedural statutes, agency reports, program evaluations and scholarly research.

### **Master of Science in Criminal Justice. Non-Thesis Option**

<b>Program Requirements</b>	<b>Credits</b>
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<b>Total Credit Hours</b>	<b>33.0</b>
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Undergraduate degree from accredited institution. Minimum GPA of 2.75 on 4.0 scale. Provide scores from either the GRE general section taken within the last five years. Two letters of recommendation from individuals able to speak to applicant's academic abilities. Essay describing applicant's career goals and how earning a Master of Science degree in Criminal Justice will help them achieve their goals. Submit college and university transcripts. Please refer to the Admissions section of this catalog for additional application information.

<b>Core Curriculum</b>	<b>12.0</b>
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CRJC 501 And CRJC 521 And CRJC 540 And CRJC 550

<b>Electives</b>	<b>21.0</b>
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Courses chosen with approval of advisor. May take up to 12 semester hours outside the department (of these, a maximum of 6 hours may be transferred from another university.)

#### **Other Requirements**

Written Comprehensive Examination is required.

### **Master of Science in Criminal Justice. Thesis Option**

<b>Program Requirements</b>	<b>Credits</b>
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<b>Total Credit Hours</b>	<b>33.0</b>
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Undergraduate degree from accredited institution. Minimum GPA of 2.75 on 4.0 scale. Provide scores from either the GRE general section taken within the last five years. Two letters of recommendation from individuals able to speak to applicant's academic abilities. Essay describing applicant's career goals and how earning a Master of Science degree in Criminal Justice will help them achieve their goals. Submit college and university transcripts. Please refer to the Admissions section of this catalog for additional application information.

<b>Core Curriculum</b>	<b>12.0</b>
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CRJC 501 And CRJC 521 And CRJC 540 And CRJC 550

<b>Thesis Courses</b>	<b>6.0</b>
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CRJC 698 And CRJC 699 And CRJC 899

<b>Electives</b>	<b>15.0</b>
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Courses chosen with approval of advisor. May take up to 12 semester hours outside the department (of these, a maximum of 6 hours may be transferred from another university.)

#### **Other Requirements**

Written Comprehensive Examination is required.

## Department of English

The Master of Arts degree in English is designed to provide advanced study and research in English through the study of literary genres, special topics in British and American literature, and cross-genre investigation of themes and literary modes - with special attention to critical thinking, analyzing, and writing about literature. The program requires thirty-six (36) semester hours of credit at the graduate level, including six (6) hours of a thesis. These hours include a nine (9) hour core and twenty-one (21) hours of electives. The degree program also requires a minimum of thirty (30) semester hours at Fayetteville State University; an optional thesis on a subject connected with the student's major field of study demonstrating research and interpretive skills, and an oral defense of the thesis; a four-hour written comprehensive examination on the content of the M.A. (to be taken and passed before defending the thesis or after completing all thirty-six hours of coursework). Students may elect the non-thesis option by taking two additional courses, for a total of thirty-six (36), and passing a six-hour comprehensive examination. Students electing the non-thesis option are strongly urged to take one or both of the pedagogy courses, ENGL 516 and ENGL 517. Students electing the thesis option must take ENGL 638 Thesis I and ENGL 639 Thesis II. If the thesis is not completed in two semesters, students must take ENGL 899 Thesis Non-Credit until it is completed.

### Learning Outcomes

- Produce and present an original, research-based project on language, pedagogy, or literature in English, or a related sub-field of English studies, of potentially publishable or near-publishable quality.
- Employ salient academic conventions and protocols for written and multimodal presentations, including the application of appropriate citation formats and style manuals.
- Apply various theoretical perspectives and literary terminology to interpretations of texts to showcase an understanding of the differences between literary theoretical perspectives.
- Evaluate extant scholarship on topics related to language, pedagogy, or literature in English, or a related field.

### Licensure in English as Second Language

Program Requirements	Credits
<b>Total Credit Hours</b>	<b>18.0</b>

Minimum GPA of 2.7 on 4.0 scale or 3.0 on 4.0 scale in last 60 credits, which may include no more than 12 hours of graduate study. Reference letters. North Carolina teaching license. Those interested in teaching in ESL programs serving adult population and who do not seek a NC teaching license or a degree must have a bachelor's degree to be admitted to the program. Candidates who are K-12 teachers will be admitted into the program under the "Professional Development" classification. Those recommended for "A-level" teacher licensure in their primary area also may apply for admission into the ESL Add-on Licensure program. FSU provides a program for currently employed teachers who wish to add an ESL licensure to their degree through this 18 credit hour program.

Core Curriculum	18.0
TESL 510 And TESL 520 And TESL 541 And TESL 550 And ENGL 509 And TESL 530	
HIST 312 Or HIST 331 And Choose one of the following: HIST 270 Or	

## Department of Mathematics and Computer Science

The Master of Science degree in Mathematics requires 36 semester hours of credit of which a minimum of 18 hours must be taken at the 600 level. An alternate thesis option requires 30 hours of course credits and six

hours for thesis research and writing. A written comprehensive examination in two areas from among algebra, real analysis, topology, complex analysis, statistics, and an oral defense of the thesis are required.

### Learning Outcomes

1. Students will develop an in-depth understanding in their emphasis through completion of coursework to satisfy the degree program.
2. Students will be able to read, analyze and write mathematical proofs.
3. Students will develop skills for solving mathematical problems.
4. Students will develop skills for solving applied problems.
5. Students will be able to effectively communicate mathematical ideas verbally and in writing.

### Master of Science in Mathematics. Non-Thesis Option

Program Requirements	Credits
<b>Total Credit Hours</b>	<b>36.0</b>
Baccalaureate degree in mathematics from accredited institution. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Scores on the general or mathematics subject area of the GRE taken within last 5 years. Two letters of recommendation from persons qualified to evaluate applicant's ability to pursue graduate study in mathematics. Personal statement.	
<b>Core Curriculum</b>	<b>24.0</b>
Select four sequences from below: MATH 511 And MATH 612 Or MATH 521 And MATH 621 Or MATH 531 And MATH 631 Or MATH 541 And MATH 641 Or STAT 561 And STAT 661	
<b>Electives</b>	<b>12.0</b>

### Other Requirements

At least 18 hours of the required 36 hours must be 600-level. Written comprehensive examination is 2 areas from algebra, real analysis, topology, complex analysis, statistics.

### Master of Science in Mathematics. Thesis Option

Program Requirements	Credits
<b>Total Credit Hours</b>	<b>36.0</b>
Baccalaureate degree in mathematics from accredited institution. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Scores on the general or mathematics subject area of the GRE taken within last 5 years. Personal statement.	
<b>Core Curriculum</b>	<b>30.0</b>
Select four sequences from below: MATH 511 And MATH 612 Or MATH 521 And MATH 621 Or MATH 531 And MATH 631 Or MATH 541 And MATH 641 Or STAT 561 And STAT 661 And MATH 699	
<b>Electives</b>	<b>6.0</b>

### Other Requirements

Written comprehensive examination is 2 areas from algebra, real analysis, topology, complex analysis, statistics. Oral defense of thesis.

## **Department of Psychology**

The Department of Psychology offers a graduate program leading to the degree of Master of Arts in two tracks: counseling and experimental psychology. The counseling program requires a minimum of 48 semester hours of graduate studies. The experimental psychology program requires a minimum of 36 semester hours of graduate studies.

### **Learning Outcomes**

#### **Counseling Track**

1. Demonstrate knowledge of the historical, philosophical, societal, cultural, economic, and political dimensions of the mental health movement.
2. Understand the roles, functions, and professional identity of clinical mental health counselors.
3. Understand the structures and operations of professional organizations, training standards, credentialing bodies, and ethical codes pertaining to the practice of clinical mental health counseling.
4. Understand the implications of professional issues unique to clinical mental health counseling including, but not limited to recognition, reimbursement, and right to practice.
5. Demonstrate awareness of the implications of sociocultural, demographic, and lifestyle diversity relevant to clinical mental health counseling.
6. Understand the roles of clinical mental health counselors in a variety of practice settings and the relationships between counselors and other professionals in these settings.
7. Demonstrate knowledge of the organizational, fiscal, and legal dimensions of the institutions and settings in which clinical mental health counselors practice.
8. Demonstrate knowledge of theories and techniques of community needs assessment and other forms of information used to design, implement, and evaluate clinical mental health counseling interventions, programs, and systems.
9. Demonstrate knowledge of general principles of mental health intervention, consultation, education and outreach: characteristics of human services programs and networks, public, private, and volunteerism in local communities.
10. Demonstrate knowledge of client characteristics of individuals served by institutions and agencies offering clinical mental health counseling services.
11. Demonstrate knowledge of principles of program development and service delivery for a clientele based on assumptions of normal development and an emphasis on prevention.
12. Develop effective strategies for promoting client understanding of and access to community resources.
13. Demonstrate knowledge of how to conduct an intake interview and complete a mental health history for planning counseling interventions.
14. Demonstrate knowledge of effective strategies for client advocacy in public policy and government relations issues.
15. Demonstrates effective counseling techniques and processes, conceptualizations, and assessment through field placement under supervision.

#### **Experimental Track**

1. Given any research article in psychology, the student will be able to critically review it and discuss strengths and weaknesses in the following areas:
  - a. The conceptualization of the research problem.
  - b. The formulation of research question/hypotheses.

- c. The formulation and execution of the research strategies.
  - d. The execution of the analyses.
  - e. The interpretation of the data and the analyses.
2. Given multiple articles in a content area, the student will be able to critically abstract the salient points and present them in a cogent manner.
  3. Given the research literature in a specific content area, the student will be able to summarize the conceptual and the methodological issues.
  4. Given the above summary, the student will be able to state a research problem (or problems) that is (are) logically derived from that summary.
  5. Given a research problem, the student will be able to state one or more research questions/hypothesis that are logically derived from the research problem and that are logically related to the summary of the conceptual and methodological issues.
  6. Given one or more research questions/hypotheses, the student will be able to develop multiple methodological strategies to address these questions.
  7. Given multiple methodological strategies, the student will be able to critically assess each in terms of its potential for addressing the questions/hypotheses and in terms of its practicality (e.g. feasibility, cost, effectiveness, etc.); following the assessment, the student will be able to select an optimal methodological strategy.
  8. Given a methodological strategy, the student will be able to implement the various components of that strategy, i.e. conduct the research.
  9. Given a set of research data, the student will be able to conduct an analysis by employing relevant analytical techniques.
  10. Given the data and their analyses, the student will be able to interpret them, particularly in relationship to the conceptual framework.
  11. Given the above components of the research process, the student will be able to present the study in a format and style appropriate for publication in an APA journal.

### **Master of Arts in Psychology. Counseling Track**

#### **Program Requirements**

**Credits**

#### **Total Credit Hours**

**60.0**

Broad undergraduate preparation. General Psychology, Statistics through ANOVA, Experimental Psychology or Research Methods, and one additional substantive course in psychology. Minimum GPA of 2.7 on 4.0 scale or 3.0 on 4.0 scale in last 60 credits, which may include no more than 12 hours of graduate study. Two letters of recommendation from persons qualified to evaluate potential for success in graduate study in psychology. One letter must be from a faculty member familiar with applicant's academic performance. Submit transcripts of all colleges and universities attended. Submit resume with name, address, phone number, e-mail address, academic background, all colleges attended, degrees and dates obtained, work experiences, academic and professional awards, professional organizations, and related volunteer experiences. Admission to the program or instructor permission is a prerequisite for taking any graduate courses.

#### **Core Curriculum**

**60.0**

PSYC 500 And PSYC 505 And PSYC 515 And PSYC 516 And PSYC 525 And PSYC 550 And PSYC 575 And PSYC 611 And PSYC 612 And PSYC 613 And PSYC 614 And PSYC 619 And PSYC 623 And PSYC 630 And PSYC 631 And PSYC 634 And PSYC 680 And PSYC 681 And PSYC 682 And PSYC 683

#### **Other Requirements**

Written Comprehensive Examination is required.

**Master of Arts in Psychology. Experimental Track****Program Requirements** **Credits****Total Credit Hours** **36.0**

Broad undergraduate preparation. General Psychology, Statistics through ANOVA, Experimental Psychology or Research Methods, and one additional substantive course in psychology. Minimum GPA of 2.7 on 4.0 scale or 3.0 on 4.0 scale in last 60 credits, which may include no more than 12 hours of graduate study. Two letters of recommendation from persons qualified to evaluate potential for success in graduate study in psychology. One letter must be from a faculty member familiar with applicant's academic performance. Submit transcripts of all colleges and universities attended. Submit resume with name, address, phone number, e-mail address, academic background, all colleges attended, degrees and dates obtained, work experiences, academic and professional awards, professional organizations, and related volunteer experiences. Admission to the program is a prerequisite for taking any 600-level courses.

**Core Curriculum** **30.0**

PSYC 500 And PSYC 505 And PSYC 509 And PSYC 515 And PSYC 516 And PSYC 555 And PSYC 575 And PSYC 640 And PSYC 652 And PSYC 693

**Electives** **6.0**

Choose two graduate courses with advisement.

Oral Defense of Master's Thesis.

**Department of Social Work**

The Master of Social Work Program is accredited by the Council on Social Work Education. The Master of Social Work (MSW) degree is designed to prepare students for professional social work practice and leadership with a focus on issues concerning children, families, mental health, and substance abuse. The program is designed to prepare students with the competencies to practice with individuals, families, groups, communities, and organizations in rural, urban, and military settings. Students are prepared to engage in prevention, treatment, intervention, clinical practice, research, and administrative activities that promote human well-being.

**The program goals are:**

1. To prepare students for advanced social work practice, research, and leadership by concentrating in children and family services or in mental health and substance abuse services.
2. To equip social work students with the knowledge, skills, and values to respond to the needs of oppressed and at risk populations in a multicultural society.
3. To cultivate students' pursuit of lifelong learning by emphasizing participation in professional development, involvement in professional and community organizations, and participation in further graduate study.

The MSW program is a two-year program offered to full time students. The curriculum prepares students for advanced social work practice in one of the two areas of concentration: Children and Family Services or Mental Health and Substance Abuse.



## Learning Outcomes

1. To prepare students for advanced social work practice, research and leadership by concentrating in children and family services or in mental health and substance abuse services in urban, rural, and military communities.
2. To equip social work students with the knowledge, skills, and values to alleviate oppression, poverty, and discrimination in a multicultural society and global community.
3. Develop social workers who seek and promote competency in advocating social and economic justice in a multicultural society through professional development and involvement in professional and community organizations.

The MSW Program provides opportunities for students who have been admitted to the MSW Program, to challenge up to two courses. Permission to take the challenge exam (s) will be granted to students who are admitted to the MSW Program and who have taken and made a "B" or above in SWRK 510 Social Welfare Policy and Services and/or SWRK 520 Human Behavior and the Social Environment. Students who meet program requirements may challenge any of the following two courses: SWRK 510 and SWRK 520. Eligible students must successfully complete written examinations. Credit hours are not awarded to students who pass the challenge exam. Students will need to complete additional graduate social work course electives to ensure completion of the minimum credit hours required by the MSW Program. For specific requirements and procedures for matriculating through the MSW Program, please contact the Social Work Department Chair or see the MSW Program Student Handbook.

The program requires 61 semester credit hours, including a minimum of 960 hours of field practicum and the completion of a thesis or research project. During the first year students acquire foundation knowledge and skills for advanced social work practice. Foundation knowledge is supported by courses in social welfare policy and services, diversity, populations at risk, social and economic justice, research, and field education. During the second year students concentrate their study in Children and Family Services or Mental Health and Substance Abuse. The MSW program is consistent with the university's mission and institutional goals, and the Educational Policy and Accreditation Standards of the Council on Social Work Education (CSWE).

Advanced standing status is only awarded to graduates of baccalaureate social work programs accredited by the Council on Social Work Education (CSWE). Advanced standing is a one-year full-time academic program that is granted to students with a bachelor's degree in social work from a program accredited by the CSWE. Students must have completed their bachelor's degree in social work within five years of expected enrollment in the MSW Program and have a cumulative 3.0 GPA to apply for advanced standing. It is assumed advanced standing student will have mastered the fundamentals and have demonstrated the ability to perform in an accelerated learning program. Advanced standing students begin course work during the first summer session. Students enroll in SWRK 606 Social Practice Seminar (3 s.h.) and SWRK 608 Statistics and Research Seminar (3 s.h.) courses. During the fall and spring semesters, students complete the advanced field instruction courses: SWRK 650 and SWRK 655 and course requirements for their identified concentration area. Thirty-five (35) hours will be required for graduation. In order to have sufficient time for course and field planning, the MSW Program admissions application deadline for advanced standing is January 28.

### Master of Social Work. Children and Family Concentration

#### Program Requirements

**Credits**

#### Total Credit Hours

**61.0**

Baccalaureate degree from an accredited college or university. Minimum GPA of 2.5 on 4.0 scale or 3.0 on 4.0 scale in last 60 credits, which may include no more than 12 hours of graduate study. Broad liberal arts background that includes courses in English, humanities, and minimum of six courses in basic social and behavioral sciences. Score on GRE (General Section). Three

Recommendation for The Graduate School Forms. Letters of recommendation also may be submitted. Submit personal statement of no more than five typed, double-spaced pages which addresses applicant's (a) interest in pursuing the profession of social work, (b) volunteer and paid work experiences, future career plans, (d) community involvement, and (e)

<b>Foundation Courses</b>	<b>32.0</b>
SWRK 510 And SWRK 520 And SWRK 525 And SWRK 530 And SWRK 540 And SWRK 560 And SWRK 570 And SWRK 574 And SWRK 580 And SWRK 585	
<b>Concentration Courses</b>	<b>17.0</b>
SWRK 610 And SWRK 620 And SWRK 625 And SWRK 650 And SWRK 655	
<b>Advanced Courses</b>	<b>9.0</b>
Choose 9 credit hours. SWRK 605 may be repeated. Select from the following: SWRK 605 Or SWRK 635	
<b>Electives</b>	<b>3.0</b>
Select 3 credits	

**Master of Social Work. Children and Family Concentration. Advanced Standing**

<b>Program Requirements</b>	<b>Credits</b>
<b>Total Credit Hours</b>	<b>35.0</b>
Baccalaureate degree from social work program accredited Council on Social Work Education (CSWE). Must have completed bachelor's degree in Social Work within five years of expected enrollment in the MSW Program. Cumulative GPA of 3.0 on 4.0 scale. Score on GRE (General Section). Three Recommendation for The Graduate School Forms. Letters of recommendation also may be submitted. Submit personal statement of no more than five typed, double-spaced pages which addresses applicant's (a) interest in pursuing the profession of social work, (b) volunteer and paid work experiences, future career plans, (d) community involvement, and (e)	
<b>Summer Session</b>	<b>6.0</b>
SWRK 606 And SWRK 608	
<b>Fall Semester</b>	<b>16.0</b>
SWRK 605 And SWRK 610 And SWRK 620 And SWRK 625 And SWRK 650	
<b>Spring Semester</b>	<b>13.0</b>
Choose 6 credit hours electives. And SWRK 635 And SWRK 655	

**Master of Social Work. Children and Family Concentration. Part-time**

<b>Program Requirements</b>	<b>Credits</b>
<b>Total Credit Hours</b>	<b>61.0</b>
Baccalaureate degree from an accredited college or university. Minimum GPA of 2.5 on 4.0 scale or 3.0 on 4.0 scale in last 60 credits, which may include no more than 12 hours of graduate study. Broad liberal arts background that includes courses in English, humanities, and minimum of six courses in basic social and behavioral sciences. Score on GRE (General Section). Three Recommendation for The Graduate School Forms. Letters of recommendation also may be submitted. Submit personal statement of no more than five typed, double-spaced pages which addresses applicant's (a) interest in pursuing the profession of social work, (b) volunteer and paid work experiences, future career plans, (d) community involvement, and (e)	
<b>Foundation Year 1</b>	<b>18.0</b>
SWRK 510 And SWRK 520 And SWRK 525 And SWRK 540 And SWRK 605 And Social Work	

Graduate Elective

**Foundation Year 2** 23.0SWRK 560 And SWRK 570 And SWRK 580 And SWRK 530 And SWRK 574 And SWRK 585  
And Social Work Graduate Elective**Advanced Year 3** 20.0

SWRK 610 And SWRK 620 And SWRK 650 And SWRK 635 And SWRK 625 And SWRK 655

**Master of Social Work. Children and Family Concentration. Part-time. Advanced Standing****Program Requirements** Credits**Total Credit Hours** 35.0

Baccalaureate degree from social work program accredited Council on Social Work Education (CSWE). Must have completed bachelor's degree in Social Work within five years of expected enrollment in the MSW Program. Cumulative GPA of 3.0 on 4.0 scale. Score on GRE (General Section). Three Recommendation for The Graduate School Forms. Letters of recommendation also may be submitted. Submit personal statement of no more than five typed, double-spaced pages which addresses applicant's (a) interest in pursuing the profession of social work, (b) volunteer and paid work experiences, future career plans, (d) community involvement, and (e)

**Year 1** 21.0SWRK 606 And SWRK 608 And Social Work Graduate Elective And SWRK 610 And SWRK 620  
And SWRK 605 And SWRK 625**Year 2** 14.0

SWRK 635 And SWRK 650 And SWRK 655 And Social Work Graduate Elective

**Master of Social Work. Mental Health Concentration****Program Requirements** Credits**Total Credit Hours** 61.0

Baccalaureate degree from an accredited college or university. Minimum GPA of 2.5 on 4.0 scale or 3.0 on 4.0 scale in last 60 credits, which may include no more than 12 hours of graduate study. Broad liberal arts background that includes courses in English, humanities, and minimum of six courses in basic social and behavioral sciences. Score on GRE (General Section). Three Recommendation for The Graduate School Forms. Letters of recommendation also may be submitted. Submit personal statement of no more than five typed, double-spaced pages which addresses applicant's (a) interest in pursuing the profession of social work, (b) volunteer and paid work experiences, future career plans, (d) community involvement, and (e)

**Foundation Courses** 32.0SWRK 510 And SWRK 520 And SWRK 525 And SWRK 530 And SWRK 540 And SWRK 560  
And SWRK 570 And SWRK 574 And SWRK 580 And SWRK 585**Concentration Courses** 17.0

SWRK 615 And SWRK 626 And SWRK 630 And SWRK 650 And SWRK 655

**Advanced Courses** 9.0Choose 9 credit hours. SWRK 605 may be repeated. Select from the following: SWRK 605 Or  
SWRK 635

<b>Electives</b>	<b>3.0</b>
Select 3 credits	

### **Master of Social Work. Mental Health Concentration. Advanced Standing**

<b>Program Requirements</b>	<b>Credits</b>
<b>Total Credit Hours</b>	<b>35.0</b>
Baccalaureate degree from social work program accredited Council on Social Work Education (CSWE). Must have completed bachelor's degree in Social Work within five years of expected enrollment in the MSW Program. Cumulative GPA of 3.0 on 4.0 scale. Score on GRE (General Section). Three Recommendation for The Graduate School Forms. Letters of recommendation also may be submitted. Submit personal statement of no more than five typed, double-spaced pages which addresses applicant's (a) interest in pursuing the profession of social work, (b) volunteer and paid work experiences, future career plans, (d) community involvement, and (e)	
<b>Summer Session</b>	<b>6.0</b>
SWRK 606 And SWRK 608	
<b>Fall Semester</b>	<b>16.0</b>
SWRK 605 And SWRK 615 And SWRK 626 And SWRK 630 And SWRK 650	
<b>Spring Semester</b>	<b>13.0</b>
Choose 6 credit hours electives. And SWRK 635 And SWRK 655	

### **Master of Social Work. Mental Health Concentration. Part-time**

<b>Program Requirements</b>	<b>Credits</b>
<b>Total Credit Hours</b>	<b>61.0</b>
Baccalaureate degree from an accredited college or university. Minimum GPA of 2.5 on 4.0 scale or 3.0 on 4.0 scale in last 60 credits., which may include no more than 12 hours of graduate study. Broad liberal arts background that includes courses in English, humanities, and minimum of six courses in basic social and behavioral sciences. Score on GRE (General Section). Three Recommendation for The Graduate School Forms. Letters of recommendation also may be submitted. Submit personal statement of no more than five typed, double-spaced pages which addresses applicant's (a) interest in pursuing the profession of social work, (b) volunteer and paid work experiences, future career plans, (d) community involvement, and (e)	
<b>Foundation Year 1</b>	<b>18.0</b>
SWRK 510 And SWRK 520 And SWRK 525 And SWRK 540 And SWRK 605 And Social Work Graduate Elective	
<b>Foundation Year 2</b>	<b>23.0</b>
SWRK 560 And SWRK 570 And SWRK 580 And SWRK 530 And SWRK 574 And SWRK 585 And Social Work Graduate Elective	
<b>Advanced Year 3</b>	<b>20.0</b>
SWRK 615 And SWRK 630 And SWRK 650 And SWRK 635 And SWRK 655 And Social Work Graduate Elective	

<b>Master of Social Work. Mental Health Concentration. Part-time. Advanced Standing</b>	
<b>Program Requirements</b>	<b>Credits</b>
<b>Total Credit Hours</b>	<b>35.0</b>
Baccalaureate degree from social work program accredited Council on Social Work Education (CSWE). Must have completed bachelor's degree in Social Work within five years of expected enrollment in the MSW Program. Cumulative GPA of 3.0 on 4.0 scale. Score on GRE (General Section). Three Recommendation for The Graduate School Forms. Letters of recommendation also may be submitted. Submit personal statement of no more than five typed, double-spaced pages which addresses applicant's (a) interest in pursuing the profession of social work, (b) volunteer and paid work experiences, future career plans, (d) community involvement, and (e)	
<b>Year 1</b>	<b>21.0</b>
SWRK 606 And SWRK 608 And Social Work Graduate Elective And SWRK 615 And SWRK 630 And SWRK 626 And SWRK 605	
<b>Year 2</b>	<b>14.0</b>
SWRK 635 And SWRK 650 And SWRK 655 And Social Work Graduate Elective	

### **Department of Sociology**

The Master of Arts (M.A.) degree program in sociology offers advanced training in the application of theory, research methodology, and data analyses. Our students receive individualized attention at every stage in the program from faculty members who represent a broad spectrum of teaching and research interests - health disparities, demography, family, deviance, and aging. Our students are prepared for employment in the community college system, in industry, and in private and public agencies. The program also provides a very solid foundation for students to pursue doctoral degrees. We offer a thesis option and non-thesis option. Thesis candidates must complete 30 semester hours of course credits and six semester hours of thesis credits. An oral defense of the thesis is required for students who choose the thesis option. Non-thesis candidates must earn a total of 30 semester hours of course credits and six semester hours of practicum, including a practicum report. Students are required to complete the core curriculum courses (SOC 500, SOC 503, SOC 505, SOC 560, and SOC 590) before they take 600-level courses. All students must pass a written comprehensive examination before graduation.

### **Learning Outcomes**

1. Students will comprehend advanced sociological concepts that are used in micro and macro-level analyses of society.
2. Students will become familiar with sociological theories and theoretical perspectives and their historical and contextual development and will be able to critique them in terms of their saliency in analysis of social life, social processes, and social policy.
3. Students will gain mastery of a variety of advanced research methods in sociology and can appropriately apply them to the study of specific social phenomenon.
4. Students will be able to use relevant quantitative and qualitative techniques to organize and reduce data in advanced sociological analyses.
5. Students will acquire intellectual insights and capabilities that will enable them to effectively analyze concepts, theories and empirical research findings to produce comprehensive sociological essays, class presentations, practicum reports, and theses.

**Graduate Certificate in Applied Sociology. Criminology and Deviance Option**

<b>Program Requirements</b>	<b>Credits</b>
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<b>Total Credit Hours</b>	<b>18.0</b>
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Admission requirement is the same as for the graduate degree program except GRE score is not required.

<b>Core Courses</b>	<b>9.0</b>
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SOCI 500 And SOCI 503 And SOCI 560

<b>Option Requirements</b>	<b>9.0</b>
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SOCI 555 And SOCI 638 And one elective in consultation with advisor

**Graduate Certificate in Applied Sociology. Data Analysis Option**

<b>Program Requirements</b>	<b>Credits</b>
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<b>Total Credit Hours</b>	<b>18.0</b>
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Admission requirement is the same as for the graduate degree program except GRE score is not required.

<b>Core Courses</b>	<b>9.0</b>
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SOCI 500 And SOCI 503 And SOCI 560

<b>Option Requirements</b>	<b>9.0</b>
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SOCI 505 And SOCI 590 And one elective in consultation with advisor

**Graduate Certificate in Applied Sociology. Demography Option**

<b>Program Requirements</b>	<b>Credits</b>
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<b>Total Credit Hours</b>	<b>18.0</b>
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Admission requirement is the same as for the graduate degree program except GRE score is not required.

<b>Core Courses</b>	<b>9.0</b>
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SOCI 500 And SOCI 503 And SOCI 560

<b>Option Requirements</b>	<b>9.0</b>
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SOCI 520 And SOCI 605 And SOCI 608

**Graduate Certificate in Applied Sociology. Health and Aging Option**

<b>Program Requirements</b>	<b>Credits</b>
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<b>Total Credit Hours</b>	<b>18.0</b>
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Admission requirement is the same as for the graduate degree program except GRE score is not required.

<b>Core Courses</b>	<b>9.0</b>
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SOCI 500 And SOCI 503 And SOCI 560

**Option Requirements** 9.0

SOCI 501 And SOCI 608 And SOCI 614

### **Graduate Certificate in Applied Sociology. Teaching Sociology Option**

**Program Requirements** Credits

**Total Credit Hours** 18.0

Admission requirement is the same as for the graduate degree program except GRE score is not required.

**Core Courses** 9.0

SOCI 500 And SOCI 503 And SOCI 560

**Option Requirements** 9.0

SOCI 570 And SOCI 685 And one elective in consultation with advisor

### **Master of Arts in Sociology. Practicum Option**

**Program Requirements** Credits

**Total Credit Hours** 36.0

Personal statement of approximately 2-3 typed, double-spaced pages which address the applicant's (a) interest in pursuing a graduate degree in sociology and (b) future career plans. Three letters of recommendation. Ideally these will be from college faculty who can speak to the candidate's ability to do graduate work. For applicants returning to academics after a substantial time, letters may be considered from individuals who can speak to applicant's (a) verbal and written communication skills, (b) critical thinking skills, and other scholarly evidence which suggest a Score on GRE (General Section) or evidence of successful completion of a previous graduate program. Official transcripts from all universities or colleges at which courses have been taken. Minimum GPA of 3.0 on 4.0 scale in all undergraduate coursework or the last 60 hours of coursework that may include no more than 6 hours of graduate work. Applicants lacking core courses in sociology (social statistics and research methods) will be required to complete undergraduate courses in these areas before being admitted to the program.

**Core Curriculum** 12.0

SOCI 503 And SOCI 505 And SOCI 560 And SOCI 590 And SOCI 690 And SOCI 691

**Free Electives** 6.0

Must be chosen from 500- and 600-level courses in Sociology or other programs (including transferred credits from other universities in consultation with advisor.

**Sociology Electives** 12.0

SOCI 500 will serve as elective credit. All electives must be sociology (SOCI prefix) courses, at least one of which must be at the 600-level.

#### **Required Course**

SOCI 500 Required for students with undergraduate degree other than sociology.

**Final Project** 6.0

Practicum SOCI 690 And SOCI 691

#### **Other Requirements**

Written Comprehensive Examination is required.

**Master of Arts in Sociology. Thesis Option**

<b>Program Requirements</b>	<b>Credits</b>
<b>Total Credit Hours</b>	<b>36.0</b>
<p>Personal statement of approximately 2-3 typed, double-spaced pages which address the applicant's (a) interest in pursuing a graduate degree in sociology and (b) future career plans. Three letters of recommendation. Ideally these will be from college faculty who can speak to the candidate's ability to do graduate work. For applicants returning to academics after a substantial time, letters may be considered from individuals who can speak to applicant's (a) verbal and written communication skills, (b) critical thinking skills, and other scholarly evidence which suggest a Score on GRE (General Section) or evidence of successful completion of a previous graduate program. Official transcripts from all universities or colleges at which courses have been taken. Minimum GPA of 3.0 on 4.0 scale in all undergraduate coursework or the last 60 hours of coursework that may include no more than 6 hours of graduate work. Applicants lacking core courses in sociology (social statistics and research methods) will be required to complete undergraduate courses in these areas before being admitted to the program.</p>	
<b>Core Curriculum</b>	<b>12.0</b>
SOCI 503 And SOCI 505 And SOCI 560 And SOCI 590 And SOCI 695 And SOCI 696	
<b>Free Electives</b>	<b>6.0</b>
Must be chosen from 500- and 600-level courses in Sociology or other programs (including transferred credits from other universities in consultation with advisor.	
<b>Sociology Electives</b>	<b>12.0</b>
SOCI 500 will serve as elective credit. All electives must be sociology (SOC prefix) courses, at least one of which must be at the 600-level.	
<b>Required Course</b>	
SOCI 500 Required for students with undergraduate degree other than sociology.	
<b>Final Project</b>	<b>6.0</b>
Thesis SOCI 695 And SOCI 696	
<b>Other Requirements</b>	
Written Comprehensive Examination is required.	



## School of Business and Economics

The MBA Program, which is accredited by AACSB International, is designed to meet the educational and/or career goals of: (1) business professionals who wish to advance in their careers, (2) other professionals interested in changing careers by pursuing an advanced degree in business, and (3) individuals who are considering a doctoral degree in business. The core curriculum consists of 27 credit hours followed by 12 elective credit hours which can be used to acquire a specialization in management, marketing, international business, finance, healthcare management, project management or entrepreneurship. Applicants who do not possess an undergraduate degree in business or related fields or are in need of refresher course(s) in the functional areas of business may be required to enroll in up to 15 additional credits hours of foundation courses. The requirement for any of the foundation courses is made in consultation with the MBA Director.

### Learning Outcomes

SBE-wide learning goals are intended to enhance student learning in the following areas: communication, ethical reasoning, analytical skills, information technology, global outlook, critical thinking, and understanding of legal systems.

### MBA Program

#### Degrees:

- Master of Business Administration
- Master of Business Administration with a specialization in Entrepreneurship
- Master of Business Administration with a specialization in Finance
- Master of Business Administration with a specialization in Healthcare Management
- Master of Business Administration with a specialization in International Business
- Master of Business Administration with a specialization in Management
- Master of Business Administration with a specialization in Marketing
- Master of Business Administration with a specialization in Project Management

### MBA Program

The MBA Program, which is accredited by AACSB International, is designed to meet the educational and/or career goals of: (1) business professionals who wish to advance in their careers, (2) other professionals interested in changing careers by pursuing an advanced degree in business, and (3) individuals who are considering a doctoral degree in business. The core curriculum consists of 27 credit hours followed by 9 elective credit hours to obtain a general MBA degree or 12 hours to acquire a specialization in Finance, Healthcare Management, International Business, Entrepreneurship, Management, Marketing, or Project Management. Applicants who do not possess an undergraduate degree in a business related field or are in need of refresher courses in the functional areas of business may be required to enroll in up to 15 additional credits hours of Foundation courses.

### Learning Outcomes

Upon completion of the MBA Program, graduates will:

- Demonstrate professionalism, self-awareness, leadership, and effective communication skills.
- Understand ethical issues and dilemmas that businesses often face.

- Apply knowledge and skills to solve business problems.
- Understand the concepts of information technology (IT) and how IT can improve organizational performance.
- Demonstrate a global perspective and an awareness of how cultural differences impact businesses.
- Possess the skills required to integrate concepts from various disciplines to identify and develop business strategies.
- Possess the skills required to work and lead effectively in a team-based environment.

### Master of Business Administration

#### Program Requirements

Credits

#### Total Credit Hours

36.0

In order to be considered for acceptance into the MBA program, a candidate must have an undergraduate degree from an accredited institution and two letters of recommendation. Prospective MBA students may be considered for admission as either Degree Seeking or Professional Development. For Degree Seeking status, an applicant must meet at least the following requirement: (200 X undergraduate GPA) + GMAT  $\geq$  950 and GMAT  $\geq$  380 or {200 X (upper division undergraduate GPA)} + GMAT  $\geq$  1050 and GMAT  $\geq$  380. Applicants who do not meet the above requirement, but have a minimum undergraduate GPA of 2.75 or a minimum 450 GMAT score are admitted under the Professional Development status which allows them to enroll in up to 12 credit hours of course work (maximum These credit hours may be applied toward the student's curriculum once he/she meets the aforementioned admission formula. The GRE predicted score for the GMAT may be used in the above admission formula. For details and other requirements, see <http://www.unctsu.edu/mba/admissions.htm>

#### Foundation Courses

Applicants who do not possess an undergraduate degree in a business related field or are in need of refresher courses in the functional areas of business may be required to enroll in up to 15 additional credits hours of foundation courses . ACCT 550 And BADM 530 And ECON 540 And FINC 560 And MKTG 570 The requirement for any of the foundation courses is at the discretion of the MBA advisor. Each course is 3 credit hours.

#### Core Curriculum

27.0

ACCT 610 And ECON 610 And FINC 620 And MGMT 615 And MIS 620 And MGMT 605 And MGMT 610 And MGMT 650 And MKTG 640 Each course is 3 credit hours.

#### Electives

9.0

Select any 3 courses from any elective courses within any of the concentrations. Each course is 3 credit hours. ACCT 650 Or ACCT 670 Or ACCT 695 Or BADM 603 Or BADM 604 Or CPM 610 Or CPM 620 Or CPM 630 Or CPM 640 Or FINC 655 Or FINC 660 Or FINC 670 Or FINC 680 Or FINC 695 Or HCM 680 Or HCM 681 Or HCM 682 Or HCM 683 Or HCM 684 Or MGMT 645 Or MGMT 655 Or MGMT 660 Or MGMT 665 Or MGMT 670 Or MGMT 675 Or MGMT 695 Or MKTG 650

### Master of Business Administration with a specialization in Entrepreneurship

#### Program Requirements

Credits

#### Total Credit Hours

39.0

In order to be considered for acceptance into the MBA program, a candidate must have an

undergraduate degree from an accredited institution and two letters of recommendation. Prospective MBA students may be considered for admission as either Degree Seeking or Professional Development. For Degree Seeking status, an applicant must meet at least the following requirement:  $(200 \times \text{undergraduate GPA}) + \text{GMAT} \geq 950$  and  $\text{GMAT} \geq 380$  or  $\{200 \times (\text{upper division undergraduate GPA})\} + \text{GMAT} \geq 1050$  and  $\text{GMAT} \geq 380$ . Applicants who do not meet the above requirement, but have a minimum undergraduate GPA of 2.75 or a minimum 450 GMAT score are admitted under the Professional Development status which allows them to enroll in up to 12 credit hours of course work (maximum). These credit hours may be applied toward the student's curriculum once he/she meets the aforementioned admission formula. The GRE predicted score for the GMAT may be used in the above admission formula. For details and other requirements, see <http://www.uncfsu.edu/mba/admissions.htm>

#### **Foundation Courses**

Applicants who do not possess an undergraduate degree in a business related field or are in need of refresher courses in the functional areas of business may be required to enroll in up to 15 additional credits hours of foundation courses . ACCT 550 And BADM 530 And ECON 540 And FINC 560 And MKTG 570 The requirement for any of the foundation courses is at the discretion of the MBA advisor. Each course is 3 credit hours.

#### **Core Curriculum**

27.0

ACCT 610 And ECON 610 And FINC 620 And MGMT 615 And MIS 620 And MGMT 605 And MGMT 610 And MGMT 650 And MKTG 640 Each course is 3 credit hours.

#### **Concentration**

12.0

Select four courses from the following: MGMT 675 Or MGMT 645 Or MGMT 655 Or BADM 603 Or MGMT 660

### **Master of Business Administration with a specialization in Finance**

#### **Program Requirements**

Credits

#### **Total Credit Hours**

39.0

In order to be considered for acceptance into the MBA program, a candidate must have an undergraduate degree from an accredited institution and two letters of recommendation. Prospective MBA students may be considered for admission as either Degree Seeking or Professional Development. For Degree Seeking status, an applicant must meet at least the following requirement:  $(200 \times \text{undergraduate GPA}) + \text{GMAT} \geq 950$  and  $\text{GMAT} \geq 380$  or  $\{200 \times (\text{upper division undergraduate GPA})\} + \text{GMAT} \geq 1050$  and  $\text{GMAT} \geq 380$ . Applicants who do not meet the above requirement, but have a minimum undergraduate GPA of 2.75 or a minimum 450 GMAT score are admitted under the Professional Development status which allows them to enroll in up to 12 credit hours of course work (maximum). These credit hours may be applied toward the student's curriculum once he/she meets the aforementioned admission formula. The GRE predicted score for the GMAT may be used in the above admission formula. For details and other requirements, see <http://www.uncfsu.edu/mba/admissions.htm>

#### **Foundation Courses**

Applicants who do not possess an undergraduate degree in a business related field or are in need of refresher courses in the functional areas of business may be required to enroll in up to 15 additional credits hours of foundation courses . ACCT 550 And BADM 530 And ECON 540 And FINC 560 And MKTG 570 The requirement for any of the foundation courses is at the discretion of the MBA advisor. Each course is 3 credit hours.

#### **Core Curriculum**

27.0

ACCT 610 And ECON 610 And FINC 620 And MGMT 615 And MIS 620 And MGMT 605 And MGMT 610 And MGMT 650 And MKTG 640 Each course is 3 credit hours.

**Concentration** **12.0**

Select four courses from the following: FINC 655 Or FINC 660 Or FINC 670 Or FINC 680 Or FINC 695

**Master of Business Administration with a specialization in Healthcare Management****Program Requirements** **Credits****Total Credit Hours** **39.0**

In order to be considered for acceptance into the MBA program, a candidate must have an undergraduate degree from an accredited institution and two letters of recommendation. Prospective MBA students may be considered for admission as either Degree Seeking or Professional Development. For Degree Seeking status, an applicant must meet at least the following requirement: (200 X undergraduate GPA) + GMAT ? 950 and GMAT ? 380 or {200 X (upper division undergraduate GPA)} + GMAT ? 1050 and GMAT ? 380. Applicants who do not meet the above requirement, but have a minimum undergraduate GPA of 2.75 or a minimum 450 GMAT score are admitted under the Professional Development status which allows them to enroll in up to 12 credit hours of course work (maximum These credit hours may be applied toward the student's curriculum once he/she meets the aforementioned admission formula. The GRE predicted score for the GMAT may be used in the above admission formula. For details and other requirements, see <http://www.unctsu.edu/mba/admissions.htm>

**Foundation Courses**

Applicants who do not possess an undergraduate degree in a business related field or are in need of refresher courses in the functional areas of business may be required to enroll in up to 15 additional credits hours of foundation courses . ACCT 550 And BADM 530 And ECON 540 And FINC 560 And MKTG 570 The requirement for any of the foundation courses is at the discretion of the MBA advisor. Each course is 3 credit hours.

**Core Curriculum** **27.0**

ACCT 610 And ECON 610 And FINC 620 And MGMT 615 And MIS 620 And MGMT 605 And MGMT 610 And MGMT 650 And MKTG 640 Each course is 3 credit hours.

**Concentration** **12.0**

Select four courses from the following: HCM 680 Or HCM 681 Or HCM 682 Or HCM 683 Or HCM 684

**Master of Business Administration with a specialization in International Business****Program Requirements** **Credits****Total Credit Hours** **39.0**

In order to be considered for acceptance into the MBA program, a candidate must have an undergraduate degree from an accredited institution and two letters of recommendation. Prospective MBA students may be considered for admission as either Degree Seeking or Professional Development. For Degree Seeking status, an applicant must meet at least the following requirement: (200 X undergraduate GPA) + GMAT ? 950 and GMAT ? 380 or {200 X (upper division undergraduate GPA)} + GMAT ? 1050 and GMAT ? 380. Applicants who do not meet the above requirement, but have a minimum undergraduate GPA of 2.75 or a minimum 450 GMAT score are admitted under the Professional Development status which allows them to enroll in up to 12 credit hours of course work (maximum These credit hours may be applied toward the student's curriculum once he/she meets the aforementioned admission formula. The GRE predicted score for the GMAT may be used in the above admission formula. For details and other requirements, see <http://www.unctsu.edu/mba/admissions.htm>

**Foundation Courses**

Applicants who do not possess an undergraduate degree in a business related field or are in need of refresher courses in the functional areas of business may be required to enroll in up to 15 additional credits hours of foundation courses . ACCT 550 And BADM 530 And ECON 540 And FINC 560 And MKTG 570 The requirement for any of the foundation courses is at the discretion of the MBA advisor. Each course is 3 credit hours.

**Core Curriculum** **27.0**

ACCT 610 And ECON 610 And FINC 620 And MGMT 615 And MIS 620 And MGMT 605 And MGMT 610 And MGMT 650 And MKTG 640 Each course is 3 credit hours.

**Concentration** **12.0**

Select four courses from the following: ACCT 650 Or BADM 604 Or FINC 655 Or MGMT 660 Or MKTG 650

**Master of Business Administration with a specialization in Management**

**Program Requirements** **Credits**

**Total Credit Hours** **39.0**

In order to be considered for acceptance into the MBA program, a candidate must have an undergraduate degree from an accredited institution and two letters of recommendation. Prospective MBA students may be considered for admission as either Degree Seeking or Professional Development. For Degree Seeking status, an applicant must meet at least the following requirement: (200 X undergraduate GPA) + GMAT ? 950 and GMAT ? 380 or {200 X (upper division undergraduate GPA)} + GMAT ? 1050 and GMAT ? 380. Applicants who do not meet the above requirement, but have a minimum undergraduate GPA of 2.75 or a minimum 450 GMAT score are admitted under the Professional Development status which allows them to enroll in up to 12 credit hours of course work (maximum These credit hours may be applied toward the student's curriculum once he/she meets the aforementioned admission formula. The GRE predicted score for the GMAT may be used in the above admission formula. For details and other requirements, see <http://www.uncfsu.edu/mba/admissions.htm>

**Foundation Courses**

Applicants who do not possess an undergraduate degree in a business related field or are in need of refresher courses in the functional areas of business may be required to enroll in up to 15 additional credits hours of foundation courses . ACCT 550 And BADM 530 And ECON 540 And FINC 560 And MKTG 570 The requirement for any of the foundation courses is at the discretion of the MBA advisor. Each course is 3 credit hours.

**Core Curriculum** **27.0**

ACCT 610 And ECON 610 And FINC 620 And MGMT 615 And MIS 620 And MGMT 605 And MGMT 610 And MGMT 650 And MKTG 640 Each course is 3 credit hours.

**Concentration** **12.0**

Select four courses from the following: MGMT 655 Or MGMT 660 Or MGMT 665 Or MGMT 670 Or MGMT 695

**Master of Business Administration with a specialization in Marketing**

**Program Requirements** **Credits**

**Total Credit Hours** **39.0**

In order to be considered for acceptance into the MBA program, a candidate must have an undergraduate degree from an accredited institution and two letters of recommendation. Prospective MBA students may be considered for admission as either Degree Seeking or Professional Development. For Degree Seeking status, an applicant must meet at least the following requirement:  $(200 \times \text{undergraduate GPA}) + \text{GMAT} \geq 950$  and  $\text{GMAT} \geq 380$  or  $\{200 \times (\text{upper division undergraduate GPA})\} + \text{GMAT} \geq 1050$  and  $\text{GMAT} \geq 380$ . Applicants who do not meet the above requirement, but have a minimum undergraduate GPA of 2.75 or a minimum 450 GMAT score are admitted under the Professional Development status which allows them to enroll in up to 12 credit hours of course work (maximum). These credit hours may be applied toward the student's curriculum once he/she meets the aforementioned admission formula. The GRE predicted score for the GMAT may be used in the above admission formula. For details and other requirements, see <http://www.uncfsu.edu/mba/admissions.htm>

#### **Foundation Courses**

Applicants who do not possess an undergraduate degree in a business related field or are in need of refresher courses in the functional areas of business may be required to enroll in up to 15 additional credits hours of foundation courses . ACCT 550 And BADM 530 And ECON 540 And FINC 560 And MKTG 570 The requirement for any of the foundation courses is at the discretion of the MBA advisor. Each course is 3 credit hours.

#### **Core Curriculum**

27.0

ACCT 610 And ECON 610 And FINC 620 And MGMT 615 And MIS 620 And MGMT 605 And MGMT 610 And MGMT 650 And MKTG 640 Each course is 3 credit hours.

#### **Concentration**

12.0

Select four courses from the following: MKTG 650 Or MKTG 660 Or MKTG 675 Or MKTG 680 Or MKTG 695

### **Master of Business Administration with a specialization in Project Management**

#### **Program Requirements**

Credits

#### **Total Credit Hours**

39.0

In order to be considered for acceptance into the MBA program, a candidate must have an undergraduate degree from an accredited institution and two letters of recommendation. Prospective MBA students may be considered for admission as either Degree Seeking or Professional Development. For Degree Seeking status, an applicant must meet at least the following requirement:  $(200 \times \text{undergraduate GPA}) + \text{GMAT} \geq 950$  and  $\text{GMAT} \geq 380$  or  $\{200 \times (\text{upper division undergraduate GPA})\} + \text{GMAT} \geq 1050$  and  $\text{GMAT} \geq 380$ . Applicants who do not meet the above requirement, but have a minimum undergraduate GPA of 2.75 or a minimum 450 GMAT score are admitted under the Professional Development status which allows them to enroll in up to 12 credit hours of course work (maximum). These credit hours may be applied toward the student's curriculum once he/she meets the aforementioned admission formula. The GRE predicted score for the GMAT may be used in the above admission formula. For details and other requirements, see <http://www.uncfsu.edu/mba/admissions.htm>

#### **Foundation Courses**

Applicants who do not possess an undergraduate degree in a business related field or are in need of refresher courses in the functional areas of business may be required to enroll in up to 15 additional credits hours of foundation courses . ACCT 550 And BADM 530 And ECON 540 And FINC 560 And MKTG 570 The requirement for any of the foundation courses is at the discretion of the MBA advisor. Each course is 3 credit hours.

#### **Core Curriculum**

27.0

ACCT 610 And ECON 610 And FINC 620 And MGMT 615 And MIS 620 And MGMT 605 And MGMT 610 And MGMT 650 And MKTG 640 Each course is 3 credit hours.

#### **Concentration**

12.0

CPM 610 And CPM 620 And CPM 630 And CPM 640

## School of Education

The School of Education meets rigorous professional standards for the preparation of teachers and other school specialists and is nationally accredited by the National Council for Accreditation of Teacher Education (NCATE). The School of Education is committed to educating and preparing individuals for professions in the fields of education, research, and service, and seeks to prepare education professionals as facilitators of learning through the development of cognitive, psychomotor, and affective learning patterns. The School of Education offers a Doctor of Education, Master of School Administration, Master of Arts in Teaching, Master of Education, and licensure programs in over 20 areas of concentration.

Students who apply for admission to graduate programs in the School of Education must have a baccalaureate degree from an accredited institution. Students must also have an overall minimum 2.5 grade point average on a 4.00 scale for all undergraduate study, or a minimum 2.75 grade point average on a 4.0 scale for the last sixty (60) hours of study, which may include no more than twelve (12) hours of graduate study. The Master of School Administration (MSA) requires an undergraduate GPA of 2.75 overall or 3.00 in the last sixty (60) hours of course work. Students must provide a score on the general section of the Graduate Record Examinations (GRE) or the Miller Analogies Test (MAT) taken within the last five years, and submit two letters of recommendation from persons qualified to evaluate their ability to pursue graduate study in education. Master of Education in Mathematics applicants must also take the subject areas test of the GRE.

### Department of Educational Leadership

#### Degrees:

- Doctor of Education in Educational Leadership
- Master of School Administration

### Department of Elementary Education

#### Degrees:

- Class A Level Licensure in Birth-Kindergarten Education
- Class A Level Licensure in Elementary Education
- Class A Level Licensure in Reading Education
- Master of Education in Elementary Education K-6 Concentration. Project-Portfolio Option
- Master of Education in Elementary Education K-6 Concentration. Thesis Option
- Master of Education in Reading Education K-12 Concentration. Project-Portfolio Option
- Master of Education in Reading Education K-12 Concentration. Thesis Option

### Department of Middle Grades, Secondary, and Specialized Subjects

#### Degrees:

- Licensure in Middle Grades Education 6-9. Language Arts Concentration
- Licensure in Middle Grades Education 6-9. Mathematics Concentration
- Licensure in Middle Grades Education 6-9. Science Concentration
- Licensure in Middle Grades Education 6-9. Social Studies Concentration
- Licensure in Secondary Education 9-12. Biology Specialty Area
- Licensure in Secondary Education 9-12. English Specialty Area
- Licensure in Secondary Education 9-12. Mathematics Specialty Area
- Licensure in Secondary Education 9-12. Sociology Specialty Area
- Licensure in Special Education. Initial A-Level License.



- Master of Arts in Teaching. Middle Grades Education 6-9. Language Arts Specialty Area. Project-Portfolio Option
- Master of Arts in Teaching. Middle Grades Education 6-9. Language Arts Specialty Area. Thesis Option
- Master of Arts in Teaching. Middle Grades Education 6-9. Mathematics Specialty Area. Project-Portfolio Option
- Master of Arts in Teaching. Middle Grades Education 6-9. Mathematics Specialty Area. Thesis Option
- Master of Arts in Teaching. Middle Grades Education 6-9. Science Specialty Area. Project-Portfolio Option
- Master of Arts in Teaching. Middle Grades Education 6-9. Science Specialty Area. Thesis Option
- Master of Arts in Teaching. Secondary Education 9-12. Biology Specialty Area. Project-Portfolio Option
- Master of Arts in Teaching. Secondary Education 9-12. Biology Specialty Area. Thesis Option
- Master of Arts in Teaching. Secondary Education 9-12. Mathematics Specialty Area. Project-Portfolio Option
- Master of Arts in Teaching. Secondary Education 9-12. Mathematics Specialty Area. Thesis Option
- Master of Arts in Teaching. Secondary Education 9-12. Sociology Specialty Area. Project-Portfolio Option
- Master of Arts in Teaching. Secondary Education 9-12. Sociology Specialty Area. Thesis Option
- Master of Arts in Teaching. Special Education. General Curriculum K-12
- Master of Education in Middle Grades 6-9. Language Arts Concentration. Project-Portfolio Option
- Master of Education in Middle Grades 6-9. Language Arts Concentration. Thesis Option
- Master of Education in Middle Grades 6-9. Mathematics Concentration. Project-Portfolio Option
- Master of Education in Middle Grades 6-9. Mathematics Concentration. Thesis Option
- Master of Education in Middle Grades 6-9. Science Concentration. Project-Portfolio Option
- Master of Education in Middle Grades 6-9. Science Concentration. Thesis Option
- Master of Education in Secondary Education. Biology Specialty Area. Project-Portfolio Option
- Master of Education in Secondary Education. Biology Specialty Area. Thesis Option
- Master of Education in Secondary Education. Mathematics Specialty Area. Project-Portfolio Option
- Master of Education in Secondary Education. Mathematics Specialty Area. Thesis Option
- Master of Education in Secondary Education. Sociology Specialty Area. Project-Portfolio Option
- Master of Education in Secondary Education. Sociology Specialty Area. Thesis Option
- Master of Education in Special Education K-12. Project-Portfolio Option. Current License in Special Education
- Master of Education in Special Education K-12. Project-Portfolio Option. License in Education but not in Special Education
- Master of Education in Special Education K-12. Thesis Option. Current License in Special Education
- Master of Education in Special Education K-12. Thesis Option. License in Education but not in Special Education

### **Department of Educational Leadership**

The Department of Educational Leadership provides programs designed to prepare PK-12 school executives, higher education administrators, and education supervisors, as facilitators of learning at all levels in the nation's schools. School administration programs are offered at the master's and doctoral (Ed.D.) levels.

Students will be admitted in cohorts. A full-time residency or its equivalent must be completed in the first year followed by a yearlong internship in the second year. Candidates must pass a comprehensive examination

at the end of appropriate courses and satisfactorily defend the dissertation at the culmination of the program. For specific requirements and procedures for matriculating through the program, please contact the Director of the Ed.D. program, department chair, or see the Ed.D. Student Handbook.

### **Learning Outcomes**

The Department of Educational Leadership and Foundations learning outcomes are intended to enhance student learning in the following areas: societal and cultural influences of schooling, teaching and learning process, organizational theory, leadership and management, policy studies and politics of education, and ethical dimensions of schooling.

#### Master School Administration

- Articulates a vision of learning by using relevant knowledge and theories that promote the success of all students.
- Use the following data types: student performance, teacher and community survey, and state and or local reports for school improvement.
- Apply knowledge of in-depth review of the literature relevant to effective organizational change and analysis as a foundation for the development of change strategies
- Critique the organizational and systemic ways that schools may produce inequitable schooling conditions for historically marginalized students.
- Apply best practices to student learning by understanding the variety of instructional research methodologies and by analyzing the comparable strengths and weaknesses of each method in order to improve instructional programs.
- Develop effective instructional programs by improving curricular materials and pedagogy that will enhance student learning.
- Collaborate with family and community members by supporting the planning and implementation of programs and services for diverse student populations.
- Act responsibly by making and explaining decisions that promote student success based upon ethical and legal principles, professional integrity, and fairness.
- Complete a full-time internship with appropriate and substantial responsibilities, gradually increasing in amount and complexity with direct, purposeful interaction with school or central office staff, students, parents, and community leaders.

#### Educational Leadership Doctoral Degree Program

- Demonstrate the knowledge and ability to facilitate the development, articulation, implementation, and stewardship of a school's or district's vision of learning for diverse schools that is grounded in social justice concepts.
- Promote a positive school culture, and provide an effective instructional program that is culturally responsive to the needs of diverse students,
- Demonstrate expertise in building a school community that promotes a safe, efficient, and effective learning environment that leads to effective management, operations, and resources.
- Demonstrate the ability to use a wide range of data to develop culturally appropriate strategies to collaborate with families and other community members in order to respond to diverse community interests and needs.
- Demonstrate a strong theoretical understanding of leadership to promote the success of all students by acting with integrity and in an ethical manner.
- Demonstrate the ability to apply theoretical knowledge in the five aforementioned learning outcomes with a specific focus on leadership theory, multicultural education, culturally responsive teaching,

social justice leadership, student learning and achievement, and organizational theory to transform school so that all students can achieve and learn at high levels.

Students will be admitted in cohorts. A full-time residency or its equivalent must be completed in the first year followed by a year long internship in the second year. Candidates must pass a comprehensive examination at the end of appropriate courses and satisfactorily defend the dissertation at the culmination of the program. For specific requirements and procedures for matriculating through the program, please contact the Director of the Ed.D. program, department chair, or see the Ed.D. Student Handbook.

### **Doctor of Education in Educational Leadership**

<b>Program Requirements</b>	<b>Credits</b>
<b>Total Credit Hours</b>	<b>60.0</b>
Master's degree in school administration preferred for admission to the PK-12 area. Master's degree from an accredited institution for admission into the Higher Education area. Score on the GRE taken within last 5 years. Minimum graduate GPA of 3.50. Official transcripts from all universities or colleges at which courses have been taken. Three letters of recommendation. A personal interview. A portfolio of professional growth submitted directly to the Ed.D. Program.	
<b>Core Curriculum</b>	<b>24.0</b>
EDLE 700 EDLE 701 And EDLE 703 And EDLE 704 And EDLE 705 And EDLE 706 And EDLE 707 And EDLE 708	
<b>Research</b>	<b>12.0</b>
EDLE 720 And EDLE 721 And EDLE 722 And EDLE 723	
<b>Concentration</b>	<b>12.0</b>
Select 12 credit hours from K-12 Leadership and Higher Education Leadership.	
<b>Other Requirements</b>	<b>12.0</b>
Internship in Educational Leadership Dissertation. EDLE 730 And EDLE 730 And EDLE 740 And EDLE 740	

### **Master of School Administration**

<b>Program Requirements</b>	<b>Credits</b>
<b>Total Credit Hours</b>	<b>42.0</b>
Formal graduate application to Fayetteville State University. Undergraduate GPA of 2.75 overall on 4.0 scale or 3.00 on 4.0 scale in the last 60 hours of course work, which may include no more than 12 hours of graduate study. GRE or MAT score taken within last 5 years. Three letters of recommendation. Hold "A" or "M" teaching license. Written essay outlining applicant's graduate educational goals and professional objectives. Completion of personal interview, writing exercise, and problem solving activity.	
<b>Specialization</b>	<b>21.0</b>
EDAM 650 And EDAM 651 And EDAM 652 And EDAM 660 And EDAM 661 And EDAM 670 And EDAM 671	
<b>Internship</b>	<b>15.0</b>
Prerequisites required. EDAM 680 And EDAM 690 And EDAM 691	
<b>Electives</b>	<b>6.0</b>
Select 6 credit hours of graduate courses with approval of advisor.	
<b>Other Requirements</b>	

Maximum of 6 hours of graduate transfer credits with grade of 3.0 or higher may be accepted. Students complete program within a 2-year period. Students will be required to enroll in 9 semester hours each semester. Students must be available to participate in scheduled enhancement activities. Written Comprehensive Examination is required.

### Department of Elementary Education

The major goal of the Department of Elementary Education is to prepare education professionals as facilitators of learning by providing quality degree programs. The graduate offerings include a M.Ed in Elementary Education (K-6), and a M.Ed. in Reading Education (K-12). Class A licensure programs in elementary education, reading, and birth-kindergarten education are also available. All programs in the department are approved by NCATE and accredited by the North Carolina State Department of Public Instruction.

### Learning Outcomes

1. The candidates will possess in-depth content knowledge to enhance 21st century skills in the specialty area that they teach.
2. The candidates will know how to implement pedagogical strategies based on the North Carolina Standard Course of Study, Common Core State Standards and CAEP.
3. The candidates will design, implement and report research projects conducted in their classroom/school which integrates research with teaching and service.
4. The candidates will utilize technology to enhance instruction, learning, research, assessment and data management.
5. The candidates will promote an educational culture that values reflective practice.
6. The candidates will demonstrate the value of diversity and promote instruction that is responsive to all learner needs.
7. The candidates will demonstrate leadership skills to advocate for students, communities, policies and practices that support student learning and development.

#### Class A Level Licensure in Birth-Kindergarten Education

<b>Program Requirements</b>	<b>Credits</b>
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<b>Total Credit Hours</b>	<b>69.0</b>
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Must hold bachelor's degree.

<b>Professional Core</b>	<b>17.0</b>
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Courses required of each individual are determined by comparing transcripts of previous college courses with a list of courses of all students seeking initial licensure in Elementary Education.

EDUC 210 And EDUC 211 And EDUC 310 And EDUC 330 And EDUC 340 And SPED 320

<b>Specialty Area Core</b>	<b>52.0</b>
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The number of hours required and the specific courses required can be determined only by a review of all undergraduate course work by the chair of the department. HEED 372 And EDUC 350 And EDUC 308 And HEED 420 And SOCI 330 And READ 370 And EDUC 303 And EDUC 434 And EDUC 361 And EDUC 311 And EDUC 309 And EDUC 314 And ELEM 471 And ELEM 491

#### Class A Level Licensure in Elementary Education

<b>Program Requirements</b>	<b>Credits</b>
<b>Total Credit Hours</b>	<b>61.0</b>
Must hold bachelor's degree.	
<b>Professional Core</b>	<b>29.0</b>
Courses required of each individual are determined by comparing transcripts of previous college courses with a list of courses of all students seeking initial licensure in Elementary Education. EDUC 210 And EDUC 211 And EDUC 310 And EDUC 315 And EDUC 330 And EDUC 340 And ENGL 300 And HIST 211 Or HIST 212 And PEDU 320 And SPED 320	
<b>Specialty Area Core</b>	<b>32.0</b>
The number of hours required and the specific courses required can be determined only by a review of all undergraduate course work by the chair of the department. ELEM 353 And ELEM 354 And ELEM 451 And ELEM 455 And ELEM 456 And READ 315 And ELEM 471 And ELEM 491	

<b>Class A Level Licensure in Reading Education</b>	
<b>Program Requirements</b>	<b>Credits</b>
<b>Total Credit Hours</b>	<b>18.0</b>
Undergraduate education degree and licensure. Those who want Class A Level Licensure in Reading Education (K-12) must fulfill the licensure requirements by completing a minimum of eighteen (18) semester hours.	
<b>Program Requirements</b>	<b>18.0</b>
READ 512 Or equivalent reading assessment course And READ 513 Or equivalent remediation course And READ 516 Or equivalent And READ 552 Or READ 320 And READ 610 Or equivalent undergraduate reading methods course And 618 Or equivalent	
<b>Other Requirement</b>	
Introduction to Reading Test of the PRAXIS II Series is required for North Carolina licensure. In lieu of the Praxis II test, a candidate may complete 24 hours in reading (the 18 hours specified above plus 6 semester hours in reading. All courses must be approved by the reading coordinator. Equivalent reading courses may be considered as course substitutions only with prior approval of the reading coordinator.	

<b>Master of Education in Elementary Education K-6 Concentration. Project-Portfolio Option</b>	
<b>Program Requirements</b>	<b>Credits</b>
<b>Total Credit Hours</b>	<b>36.0</b>
Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years. Submit three letters of recommendation from persons qualified to evaluate student's ability to pursue graduate study in education. Must have at least a Class A Level License in a teaching field.	
<b>Professional Education Core</b>	<b>12.0</b>
EDUC 690 is a prerequisite for EDUC 698 and must be one of first 6 semester hours earned as an M.Ed. degree-seeking graduate student in the School of Education. EDUC 610 And EDUC 641	

And EDUC 650 And EDUC 690

**Specialization Area** 12.0

Choose four from the following courses in consultation with an advisor. ELEM 640 is required.  
ELEM 533 Or ELEM 534 Or ELEM 623 Or ELEM 640 Or ELEM 691 Or READ 610

**Product of Learning** 3.0

EDUC 698

**Concentration** 6.0

Choose one of the following concentration options in consultation with an advisor. Option A.  
Early Childhood ELEM 552 And ELEM 553 Or Option B. Mathematics. Choose 2 of the  
following in consultation with advisor. ELEM 505 Or ELEM 530 Or ELEM 540 Or Option C.  
Literacy. READ 512 Or READ 513 Or READ 516 Or READ 552 Or READ 605 Or READ 610  
Or READ 618 Or READ 621 Or READ 622

**Electives** 3.0**Master of Education in Elementary Education K-6 Concentration. Thesis Option****Program Requirements** Credits**Total Credit Hours** 39.0

Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on  
4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which  
may include no more than 12 hours graduate study. Provide scores from either the GRE general  
section or the Miller Analogies Test (MAT) taken within the last five years. Submit three letters of  
recommendation from persons qualified to evaluate student's ability to pursue graduate study in  
education. Must have at least a Class A Level License in a teaching field.

**Professional Education Core** 12.0

EDUC 690 is a prerequisite for EDUC 698 and must be one of first 6 semester hours earned as an  
M.Ed. degree-seeking graduate student in the School of Education. EDUC 610 And EDUC 641  
And EDUC 650 And EDUC 690

**Specialization Area** 12.0

Choose four from the following courses in consultation with an advisor. ELEM 640 is required.  
ELEM 533 Or ELEM 534 Or ELEM 623 Or ELEM 640 Or ELEM 691 Or READ 610

**Product of Learning** 6.0

EDUC 699

**Concentration** 6.0

Choose one of the following concentration options in consultation with an advisor. Option A.  
Early Childhood ELEM 552 And ELEM 553 Or Option B. Mathematics. Choose 2 of the  
following in consultation with advisor. ELEM 505 Or ELEM 530 Or ELEM 540 Or Option C.  
Literacy. READ 512 Or READ 513 Or READ 516 Or READ 552 Or READ 605 Or READ 610  
Or READ 618 Or READ 621 Or READ 622

**Electives** 3.0**Master of Education in Reading Education K-12 Concentration. Project-portfolio Option****Program Requirements** Credits**Total Credit Hours** 36.0

Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on  
4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which  
may include no more than 12 hours graduate study. Provide scores from either the GRE general

section or the Miller Analogies Test (MAT) taken within the last five years.

<b>Professional Education Core</b>	<b>12.0</b>
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EDUC 690 must be one of first 6 semester hours earned as an M.Ed. degree-seeking graduate student in the School of Education. EDUC 610 And EDUC 641 And EDUC 650 And EDUC 690

<b>Specialization Area</b>	<b>21.0</b>
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READ 552 And READ 605 And READ 610 And READ 618 And READ 620 And READ 623  
And choose one of the following: ELEM 623 Or ELEM 680 Or READ 516 Or READ 612

<b>Product of Learning</b>	<b>3.0</b>
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READ 698

### **Master of Education in Reading Education K-12 Concentration. Thesis Option**

<b>Program Requirements</b>	<b>Credits</b>
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<b>Total Credit Hours</b>	<b>39.0</b>
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Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years. Submit three letters of recommendation from persons qualified to evaluate student's ability to pursue graduate study in education. Must have at least a Class A Level License in a teaching field.

<b>Professional Education Core</b>	<b>12.0</b>
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EDUC 690 must be one of first 6 semester hours earned as a M.Ed. degree-seeking graduate student in the School of Education. EDUC 610 And EDUC 641 And EDUC 650 And EDUC 690

<b>Specialization Area</b>	<b>21.0</b>
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READ 552 And READ 605 And READ 610 And READ 618 And READ 620 And READ 623  
And choose one of the following: ELEM 623 Or ELEM 680 Or READ 516 Or READ 612

<b>Product of Learning</b>	<b>6.0</b>
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READ 698

### **Department of Middle Grades, Secondary, and Specialized Subjects**

The principal goal of the Department of Middle Grades, Secondary, and Special Education is to provide a quality education for prospective facilitators of learning in middle grades, secondary, health/physical education, and special education. In keeping with this principal goal, the department offers programs leading to the Master of Education degrees in Middle Grades (6-9), Special Education (K-12) and Secondary Education (9-12) and the Master of Arts in Teaching degrees in Middle Grades (6-9), Secondary Education (9-12) and Special Education: General Curriculum. Students seeking a master's degree in middle grades education must select an area of concentration from language arts, mathematics, or science. Students seeking a master's degree in secondary education must select an area of concentration from biology, mathematics, and sociology. Students seeking the M. Ed. in Special Education may choose one of the following three specialty areas: specific learning disabilities, mental disabilities, and/or behavioral-emotional disabilities. Each of the programs requires a minimum of thirty-six (36-45) semester hours of study. In addition, a Class A level licensure program is available in Middle Grades Education, Special Education: General Curriculum, Health/Physical Education, and Secondary Education.

#### **Learning Outcomes**

Middle Grades, Secondary, and Health/Physical Education

1. The candidates will possess in-depth content knowledge to enhance 21st century skills in the specialty area that they teach.
2. The candidates will know how to implement pedagogical strategies based on the North Carolina Standard Course of Study, Common Core State Standards and CAEP.
3. The candidates will design, implement and report research projects conducted in their classroom/school which integrates research with teaching and service.
4. The candidates will utilize technology to enhance instruction, learning, research, assessment and data management.
5. The candidates will promote an educational culture that values reflective practice.
6. The candidates will demonstrate the value of diversity and promote instruction that is responsive to all learner needs.
7. The candidates will demonstrate leadership skills to advocate for students, communities, policies and practices that support student learning and development.

#### Special Education – Initial

1. Candidates will be able to demonstrate their understanding of the field as an evolving and changing discipline based on philosophies, evidence-based principles and theories, relevant laws and policies, diverse and historical points of view, and human issues that have historically influenced and continue to influence the field of special education and the education and treatment of individuals with exceptional needs both in school and society.
2. Candidates will be able to produce evidence of their knowledge and analysis of the similarities and differences in human development and the characteristics between and among individuals with and without exceptional learning needs.
3. Candidates will be able to exhibit their depth of understanding, research and strategies related to how the experiences of individuals with exceptional learning needs can impact families, as well as the individual's ability to learn, interact socially, and live as fulfilled contributing members of the community.
4. Candidates will be able to create products of learning that show activity and resourcefulness in seeking to understand how primary language, culture, and familial backgrounds interact with an individual's exceptional condition to impact the individual's academic and social abilities, attitudes, values, interests, and career options.
5. Candidates will be able to facilitate learning for their students through a repertoire of evidence-and research based instructional strategies and technologies used to individualize instruction for individuals with exceptional learning needs.
6. Candidates will be able to lead in their profession by creating learning environments for individuals with exceptional learning needs that foster a school cultural of understanding, safety and emotional well being, positive social interactions, and active engagement of all individuals.
7. Candidates will be able to reflect and use the results of assessments to help identify exceptional learning needs and to develop and implement individualized instructional programs, as well as collaborate with specialist in order to adjust instruction in response to ongoing learning progress.

#### Special Education – Advanced

1. Special educators at the advanced level will be able to use their deep understanding of the history of special education, current legal and ethical standards, and emerging issues to provide leadership in public schools and in the profession.
2. Special educators at the advanced level will be able to advocate and apply their knowledge of cognitive science, learning theory, and instructional technologies to improve instructional programs and services.



3. Special educators at the advanced level will be able to discuss, in depth, models, theories, philosophies, and research methods that form the basis for evidence-based practices in special education.
4. Special educators at the advanced level will be able to design and implement research activities to evaluate the effectiveness of instructional practices, information and assistive technology, and to assess progress toward the organizational vision, mission, and goals in public schools as well as in the profession.
5. Special educators at the advanced level will be able to reflect and demonstrate a deep understanding of the centrality and importance of consultation and collaboration to the roles within special education and use this deep understanding to integrate services for individuals with exceptional learning needs.
6. Special educators at the advanced level will be able to plan, present, and evaluate professional development, as appropriate to their roles, based on models that apply adult learning theories and focus on effective practice in public schools and in the profession.

<b>Licensure in Middle Grades Education 6-9. Language Arts Concentration</b>	
<b>Program Requirements</b>	<b>Credits</b>
<b>Total Credit Hours</b>	<b>76.0</b>
Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 graduate hours.	
<b>Professional Education Courses</b>	<b>28.0</b>
EDUC 450 may not be taken until student is admitted to Teacher Education. EDMG 470 and EDUC 490 may not be taken until student is admitted to Student Teaching and are taken during the last and final semester. EDUC 210 And EDUC 211 And EDUC 310 And EDUC 330 And EDUC 340 And EDUC 450 And EDMG 470 And EDUC 490	
<b>Middle Grades Major Core</b>	<b>18.0</b>
EDMG 400, READ 320, EDMG 433, EDMG 461, EDMG 462, EDMG 463, and EDMG 498 may not be taken until student is admitted to Teacher Education. EDMG 400 And ENGL 301 And READ 320 And SPED 320 And choose one methods course depending on Academic Concentration: EDMG 433 Or EDMG 461 Or EDMG 462 Or EDMG 463 And choose the section of EDMG 498 which correlates with the chosen Academic Concentration: EDMG 498	
<b>Academic Concentration Requirements</b>	<b>30.0</b>
ENGL 110 And ENGL 120 And ENGL 231 And ENGL 341 And READ 300 And READ 422 And Choose One of the following: ENGL 220 Or ENGL 223 And Choose One of the following: ENGL 335 Or ENGL 343 Or ENGL 344 Or READ 441 And Choose One of the following: READ 316 Or READ 370 And Choose One of the following:	
<b>PRAXIS Requirement</b>	
Praxis I Exam required for students with less than 2.5 Undergraduate GPA.	

<b>Licensure in Middle Grades Education 6-9. Mathematics Concentration</b>	
<b>Program Requirements</b>	<b>Credits</b>
<b>Total Credit Hours</b>	<b>70.0</b>
Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 graduate hours.	
<b>Professional Education Courses</b>	<b>28.0</b>

EDUC 450 may not be taken until student is admitted to Teacher Education. EDMG 470 and EDUC 490 may not be taken until student is admitted to Student Teaching and are taken during the last and final semester. EDUC 210 And EDUC 211 And EDUC 310 And EDUC 330 And EDUC 340 And EDUC 450 And EDMG 470 And EDUC 490

**Middle Grades Major Core** **18.0**

EDMG 400, READ 320, EDMG 433, EDMG 461, EDMG 462, EDMG 463, and EDMG 498 may not be taken until student is admitted to Teacher Education. EDMG 400 And ENGL 301 And READ 320 And SPED 320 And choose one methods course depending on Academic Concentration: EDMG 433 Or EDMG 461 Or EDMG 462 Or EDMG 463 And choose the section of EDMG 498 which correlates with the chosen Academic Concentration: EDMG 498

**Academic Concentration Requirements** **24.0**

MATH 129 and MATH 130 with a grade of "C" or better in both courses is equivalent to MATH 131. MATH 131 And MATH 142 And MATH 150 And MATH 241 And MATH 242 And MATH 251 And MATH 262

**PRAXIS Requirement**

Praxis I Exam required for students with less than 2.5 Undergraduate GPA.

**Licensure in Middle Grades Education 6-9. Science Concentration**

**Program Requirements** **Credits**

**Total Credit Hours** **73.0**

Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 graduate hours.

**Professional Education Courses** **28.0**

EDUC 450 may not be taken until student is admitted to Teacher Education. EDMG 470 and EDUC 490 may not be taken until student is admitted to Student Teaching and are taken during the last and final semester. EDUC 210 And EDUC 211 And EDUC 310 And EDUC 330 And EDUC 340 And EDUC 450 And EDMG 470 And EDUC 490

**Middle Grades Major Core** **18.0**

EDMG 400, READ 320, EDMG 433, EDMG 461, EDMG 462, EDMG 463, and EDMG 498 may not be taken until student is admitted to Teacher Education. EDMG 400 And ENGL 301 And READ 320 And SPED 320 And choose one methods course depending on Academic Concentration: EDMG 433 Or EDMG 461 Or EDMG 462 Or EDMG 463 And choose the section of EDMG 498 which correlates with the chosen Academic Concentration: EDMG 498

**Academic Concentration Requirements** **27.0**

NSCI 110 And BIOL 150 And ZOOL 110 And GEOL 311 And BIOL 200 And BOTN 210 And Choose One of the following: ASTR 111 Or ASTR 112

**PRAXIS Requirement**

Praxis I Exam required for students with less than 2.5 Undergraduate GPA.

**Licensure in Middle Grades Education 6-9. Social Studies Concentration**

**Program Requirements** **Credits**

**Total Credit Hours** **70.0**

Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 graduate hours.

**Professional Education Courses** **28.0**

EDUC 450 may not be taken until student is admitted to Teacher Education. EDMG 470 and EDUC 490 may not be taken until student is admitted to Student Teaching and are taken during the last and final semester. EDUC 210 And EDUC 211 And EDUC 310 And EDUC 330 And EDUC 340 And EDUC 450 And EDMG 470 And EDUC 490

**Middle Grades Major Core** **18.0**

EDMG 400, READ 320, EDMG 433, EDMG 461, EDMG 462, EDMG 463, and EDMG 498 may not be taken until student is admitted to Teacher Education. EDMG 400 And ENGL 301 And READ 320 And SPED 320 And choose one methods course depending on Academic Concentration: EDMG 433 Or EDMG 461 Or EDMG 462 Or EDMG 463 And choose the section of EDMG 498 which correlates with the chosen Academic Concentration: EDMG 498

**academic Concentration Requirements** **24.0**

HIST 212 And HIST 390 And POLI 320 And SOCI 210 And Choose one of the following sequences: ECON 200 Or ECON 211 Or ECON 212 And Choose One of the following: HIST 311 Or HIST 312 Or HIST 331 And Choose One of the following: HIST 270 Or HIST 370 Or HIST 375 And Choose One of the following: GEOG 210 or GEOG 220

**PRAXIS Requirement**

Praxis I Exam required for students with less than 2.5 Undergraduate GPA.

**Licensure in Secondary Education 9-12. Biology Specialty Area**

**Program Requirements** **Credits**

**Total Credit Hours** **85.0**

Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study.

**Professional Education Core Courses** **14.0**

EDUC 210 And EDUC 211 And EDUC 310 And EDUC 330 And EDUC 340

**Secondary Education Major Core** **23.0**

READ 320, EDUC 421, EDUC 450, and EDUC 460 may not be taken until student is admitted to Teacher Education. EDUC 480 and EDUC 490 may not be taken until student is admitted to Student Teaching and must be taken during last and final semester. READ 320 And EDUC 421 And EDUC 450 And choose section of EDUC 460 based on speciality areas: EDUC 460 And EDUC 480 And EDUC 490

**Speciality Area Requirements** **48.0**

MATH 129 and MATH 130 with a grade of "C" or better in both courses is equivalent to MATH 131. MATH 131 And BIOL 150 And BIOL 200 And BIOL 320 And BIOL 330 And BIOL 350 And BICH 411 And BOTN 210 And ZOOL 110 And ZOOL 370 And ZOOL 410 And ZOOL 430 And CHEM 140 And CHEM 160 And PHYS 111 And Choose One of the following: GEOL 311 Or GEOL 312 And Choose One of the following: CHEM 220 Or CHEM 221

**PRAXIS Requirement**

PRAXIS I Exam required for students with less than 2.5 Undergraduate GPA.

**Licensure in Secondary Education 9-12. English Specialty Area**

**Program Requirements** **Credits**

**Total Credit Hours** **82.0**

Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which

may include no more than 12 graduate hours.

<b>Professional Education Core Courses</b>	<b>11.0</b>
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EDUC 211 And EDUC 310 And EDUC 330 And EDUC 340

<b>Secondary Education Major Core</b>	<b>23.0</b>
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READ 320, EDUC 421, EDUC 450, and EDUC 460 may not be taken until student is admitted to Teacher Education. EDUC 480 and EDUC 490 may not be taken until student is admitted to Student Teaching and must be taken during last and final semester. READ 320 And EDUC 421 And EDUC 450 And choose section of EDUC 460 based on speciality areas: EDUC 460 And EDUC 480 And EDUC 490

<b>Speciality Area Requirements</b>	<b>48.0</b>
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ENGL 110 And ENGL 120 And ENGL 230 And ENGL 231 And ENGL 271 And ENGL 301 And ENGL 332 And ENGL 341 And ENGL 343 And ENGL 411 And ENGL 431 And ENGL 470 And Select One from the following: ENGL 220 Or ENGL 223 And Select One of the following: ENGL 311 Or ENGL 312 And select one from the following: ENGL 321 Or ENGL 322 And Major Electives: Three (3) credits of ENGL electives.

**PRAXIS Requirement**

PRAXIS I Exam required for students with less than 2.5 Undergraduate GPA.

**Licensure in Secondary Education 9-12. Mathematics Specialty Area**

<b>Program Requirements</b>	<b>Credits</b>
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<b>Total Credit Hours</b>	<b>82.0</b>
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Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 graduate hours.

<b>Professional Education Core Courses</b>	<b>11.0</b>
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EDUC 211 And EDUC 310 And EDUC 330 And EDUC 340

<b>Secondary Education Major Core</b>	<b>23.0</b>
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READ 320, EDUC 421, EDUC 450, and EDUC 460 may not be taken until student is admitted to Teacher Education. EDUC 480 and EDUC 490 may not be taken until student is admitted to Student Teaching and must be taken during last and final semester. READ 320 And EDUC 421 And EDUC 450 And choose section of EDUC 460 based on speciality areas: EDUC 460 And EDUC 480 And EDUC 490

<b>Speciality Area Requirements</b>	<b>48.0</b>
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MATH 129 and MATH 130 with a grade of "C" or better in both courses is equivalent to MATH 131. Math 485 and MATH 486 must be taken senior year. MATH 131 And MATH 142 And MATH 150 And MATH 241 And MATH 242 And MATH 251 And MATH 260 And MATH 262 And MATH 312 And MATH 331 And MATH 361 And MATH 412 And MATH 472 And MATH 485 And MATH 486

**PRAXIS Requirement**

PRAXIS I Exam required for students with less than 2.5 Undergraduate GPA.

**Licensure in Secondary Education 9-12. Sociology Specialty Area**

<b>Program Requirements</b>	<b>Credits</b>
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<b>Total Credit Hours</b>	<b>85.0</b>
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Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study.

<b>Professional Education Core Courses</b>	<b>14.0</b>
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EDUC 210 And EDUC 211 And EDUC 310 And EDUC 330 And EDUC 340

**Secondary Education Major Core** **23.0**

READ 320, EDUC 421, EDUC 450, and EDUC 460 may not be taken until student is admitted to Teacher Education. EDUC 480 and EDUC 490 may not be taken until student is admitted to Student Teaching and must be taken during last and final semester. READ 320 And EDUC 421 And EDUC 450 And choose section of EDUC 460 based on speciality areas: EDUC 460 And EDUC 480 And EDUC 490

**Speciality Area Requirements** **48.0**

GEOG 212 And HIST 211 And HIST 212 And HIST 311 And HIST 312 And Select One of the following: ECON 200 Or ECON 211 Or ECON 212 And SOCI 210 And SOCI 331 And SOCI 333 And SOCI 335 And SOCI 350 And Choose any One SOCI elective And Choose One from the following: ANTH 150 Or SOCI 150 Or SOCI 375 And Choose One of the following: SOCI 340 Or SOCI 360 And Choose One of the following: SOCI 351 Or SOCI 390 And Choose One of the following: SOCI 412 Or SOCI 462 Or

**PRAXIS Requirement**

PRAXIS I Exam required for students with less than 2.5 Undergraduate GPA.

**Licensure in Special Education. Initial A-Level License**

**Program Requirements** **Credits**

**Total Credit Hours** **39.0**

Baccalaureate degree from an accredited college or university. Must meet initial licensure requirements in consultation with a Special Education advisor and the Office of Teacher Education. Must meet admission requirements for irregular route programs.

**Professional Core** **18.0**

SPED 480 is waived for current lateral entry teachers. READ 315, ELEM 455, EDMG 433, SPED 410 require admission to Teacher Education. SPED 480 And EDUC 310 And EDUC 330 And SPED 320 And READ 315 And ELEM 455 Or EDMG 433

**Specialty Area Core** **21.0**

SPED 410 And SPED 460 And SPED 465 And SPED 515 And SPED 518 And SPED 470

**PRAXIS Requirement**

PRAXIS II Tests Required: Test 0511 and Test 0543.

**Master of Arts in Teaching. Middle Grades Education 6-9. Language Arts Specialty Area.**

**Project-Portfolio Option**

**Program Requirements** **Credits**

**Total Credit Hours** **39.0**

Must already have a baccalaureate degree or be lateral entry teacher seeking middle grades teacher licensure. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Prerequisite specialty area course requirements should be completed prior to applying for the "A" level license. Required courses for each individual are determined by comparing transcripts of previous college course work with that of specialty area requirements for the "A" level license. Students may have to take additional undergraduate subject area coursework in order to meet licensure requirements. Students are required to remove academic area deficiencies prior to enrollment in the graduate methods course and internship. See advisor or department chair for evaluation of these courses. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years.

**Initial Licensure Requirements** **15.0**

Initial licensure (A-level) requirements in Middle Grades Education must be completed prior to taking courses to complete MAT program. EDUC 610 And EDUC 630 And EDUC 644 And EDUC 615 And EDUC 697

**Advanced Licensure Specialty Area Requirements** **21.0**

EDUC 690 is the prerequisite for EDUC 698 and must be one of first 6 semester hours earned. EDUC 690 And ENGL 517 And ENGL 518 And ELEM 623 And ELEM 624 And ELEM 680 And READ 552

**Product of Learning** **3.0**

EDUC 698 EDUC 698 should be taken during last semester of course work.

**Additional Notes**

No more than 12 semester hours to be counted toward degree may be completed prior to formal admission to MAT degree program.

**Master of Education in Middle Grades 6-9. Language Arts Concentration. Thesis Option**

**Program Requirements** **Credits**

**Total Credit Hours** **39.0**

Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years. Submit three letters of recommendation from persons qualified to evaluate student's ability to pursue graduate study in education. Must have at least a Class A Level License in a teaching field.

**Professional Core** **12.0**

EDUC 690 is a prerequisite for EDUC 698 and must be one of first 6 semester hours earned as an M.Ed. degree-seeking graduate student in the School of Education. EDUC 610 And EDUC 641 And EDUC 650 And EDUC 690

**Specialization Area** **21.0**

EDUC 616 And ENGL 517 And ENGL 518 And ELEM 623 And ELEM 624 And ELEM 680 And READ 552

**Product of Learning** **6.0**

EDUC 699

**Master of Arts in Teaching. Middle Grades Education 6-9. Mathematics Specialty Area.**

**Project-Portfolio Option**

**Program Requirements** **Credits**

**Total Credit Hours** **39.0**

Must already have a baccalaureate degree or be lateral entry teacher seeking middle grades teacher licensure. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Prerequisite specialty area course requirements should be completed prior to applying for the "A" level license. Required courses for each individual are determined by comparing transcripts of previous college course work with that of specialty area requirements for the "A" level license. Students may have to take additional undergraduate subject area coursework in order to meet licensure requirements. Students are required to remove academic area deficiencies prior to enrollment in the graduate methods course and internship. See advisor or department chair for evaluation of these courses. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years.

**Initial Licensure Requirements** **15.0**

Initial licensure (A-level) requirements in Middle Grades Education must be completed prior to taking courses to complete MAT program. EDUC 610 And EDUC 630 And EDUC 644 And

EDUC 615 And EDUC 697

**Advanced Licensure Specialty Area Requirements** **21.0**

EDUC 690 is the prerequisite for EDUC 698 and must be one of first 6 semester hours earned.  
EDUC 690 And MATH 501 And MATH 502 And ELEM 530 And MATH 504 And MATH 533  
And READ 552

**Product of Learning** **3.0**

EDUC 698 EDUC 698 should be taken during last semester of course work.

**Additional Notes**

No more than 12 semester hours to be counted toward degree may be completed prior to formal admission to MAT degree program.

**Master of Arts in Teaching. Middle Grades Education 6-9. Mathematics Specialty Area.**

**Thesis Option**

**Program Requirements** **Credits**

**Total Credit Hours** **42.0**

Must already have a baccalaureate degree or be lateral entry teacher seeking middle grades teacher licensure. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Prerequisite specialty area course requirements should be completed prior to applying for the "A" level license. Required courses for each individual are determined by comparing transcripts of previous college course work with that of specialty area requirements for the "A" level license. Students may have to take additional undergraduate subject area coursework in order to meet licensure requirements. Students are required to remove academic area deficiencies prior to enrollment in the graduate methods course and internship. See advisor or department chair for evaluation of these courses. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years.

**Initial Licensure Requirements** **15.0**

Initial licensure (A-level) requirements in Middle Grades Education must be completed prior to taking courses to complete MAT program. EDUC 610 And EDUC 630 And EDUC 644 And EDUC 615 And EDUC 697

**Advanced Licensure Specialty Area Requirements** **21.0**

EDUC 690 is the prerequisite for EDUC 698 and must be one of first 6 semester hours earned.  
EDUC 690 And MATH 501 And MATH 502 And ELEM 530 And MATH 504 And MATH 533  
And READ 552

**Product of Learning** **6.0**

EDUC 699 EDUC 698 should be taken during last semester of course work.

**Additional Notes**

No more than 12 semester hours to be counted toward degree may be completed prior to formal admission to MAT degree program.

**Master of Arts in Teaching. Middle Grades Education 6-9. Science Specialty Area. Project-Portfolio Option**

**Program Requirements** **Credits**

**Total Credit Hours** **39.0**

Must already have a baccalaureate degree or be lateral entry teacher seeking middle grades teacher licensure. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Prerequisite specialty area course requirements should be completed prior to applying for the "A"

level license. Required courses for each individual are determined by comparing transcripts of previous college course work with that of specialty area requirements for the "A" level license. Students may have to take additional undergraduate subject area coursework in order to meet licensure requirements. Students are required to remove academic area deficiencies prior to enrollment in the graduate methods course and internship. See advisor or department chair for evaluation of these courses. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years.

**Initial Licensure Requirements** **15.0**

Initial licensure (A-level) requirements in Middle Grades Education must be completed prior to taking courses to complete MAT program. EDUC 610 And EDUC 630 And EDUC 644 And EDUC 615 And EDUC 697

**Advanced Licensure Specialty Area Requirements** **21.0**

EDUC 690 is the prerequisite for EDUC 698 and must be one of first 6 semester hours earned. EDUC 690 And ELEM 635 And ELEM 652 And ELEM 653 And ELEM 654 And ELEM 655 And READ 552

**Product of Learning** **3.0**

EDUC 698 EDUC 698 should be taken during last semester of course work.

**Additional Notes**

No more than 12 semester hours to be counted toward degree may be completed prior to formal admission to MAT degree program.

**Master of Arts in Teaching. Middle Grades Education 6-9. Science Specialty Area. Thesis Option**

**Program Requirements** **Credits**

**Total Credit Hours** **42.0**

Must already have a baccalaureate degree or be lateral entry teacher seeking middle grades teacher licensure. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Prerequisite specialty area course requirements should be completed prior to applying for the "A" level license. Required courses for each individual are determined by comparing transcripts of previous college course work with that of specialty area requirements for the "A" level license. Students may have to take additional undergraduate subject area coursework in order to meet licensure requirements. Students are required to remove academic area deficiencies prior to enrollment in the graduate methods course and internship. See advisor or department chair for evaluation of these courses. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years.

**Initial Licensure Requirements** **15.0**

Initial licensure (A-level) requirements in Middle Grades Education must be completed prior to taking courses to complete MAT program. EDUC 610 And EDUC 630 And EDUC 644 And EDUC 615 And EDUC 697

**Advanced Licensure Specialty Area Requirements** **21.0**

EDUC 690 is the prerequisite for EDUC 698 and must be one of first 6 semester hours earned. EDUC 690 And ELEM 635 And ELEM 652 And ELEM 653 And ELEM 654 And ELEM 655 And READ 552

**Product of Learning** **6.0**

EDUC 699 EDUC 699 should be taken during last semester of course work.

**Additional Notes**

No more than 12 semester hours to be counted toward degree may be completed prior to formal admission to MAT degree program.



**Master of Arts in Teaching. Secondary Education 9-12. Biology Specialty Area. Project-Portfolio Option****Program Requirements** **Credits****Total Credit Hours** **45.0**

Must be "licensure-only" students who already have a baccalaureate degree and/or "lateral entry" teachers who are seeking secondary teacher licensure. Students enrolling in the M.A.T. program must select one subject specialty area. Students may have to take additional undergraduate subject area coursework in order to meet licensure requirements. Students are required to remove academic area deficiencies prior to enrollment in the graduate methods course and internship. Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years. Prerequisite specialty area course requirements should be completed prior to applying for the "A" level license. Courses required for each individual are determined by comparing transcripts of previous college course work with the list of specialty area requirements for the "A" level license. See advisor or Middle Grades, Secondary & Special Education Department Chair for evaluation of these courses.

**Prerequisite Specialty Area Course Requirements** **15.0**

EDUC 697 is a supervised internship and requires placement in the public schools. The student must contact the Director of Teacher Education, advisor, and Department Chair of MGSS the semester prior to enrolling in this course for placement in the public schools. EDUC 697 constitutes Student Teaching and requires admission prior to registration. EDUC 610 And EDUC 644 And Choose one of the following: EDUC 620 Or EDUC 630 And EDUC 615 And EDUC 697

**Professional Education Courses** **6.0**

EDUC 690 is the prerequisite for EDUC 698 and must be one of first 6 semester hours earned. READ 552 And EDUC 690

**Specialization Area Credits** **21.0**

BIOL 650 And BIOL 660 And BOTN 640 And ZOOL 610 And BOTN 630 and Choose two of the following: BICH 610 Or BIOL 610 Or BIOL 620 Or BIOL 630 Or BIOL 640 Or BIOL 670 Or BIOL 680 Or BOTN 620 Or BOTN 630 Or ZOOL 570 Or ZOOL 585 Or ZOOL 630

**Product of Learning** **3.0**

EDUC 698

No more than 12 semester hours to be counted toward the degree may be completed prior to formal admission to the MAT degree program.

**Master of Arts in Teaching. Secondary Education 9-12. Biology Specialty Area. Thesis Option****Program Requirements** **Credits****Total Credit Hours** **45.0**

Must be "licensure-only" students who already have a baccalaureate degree and/or "lateral entry" teachers who are seeking secondary teacher licensure. Students enrolling in the M.A.T. program must select one subject specialty area. Students may have to take additional undergraduate subject area coursework in order to meet licensure requirements. Students are required to remove academic area deficiencies prior to enrollment in the graduate methods course and internship. Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Provide scores from either the GRE general

section or the Miller Analogies Test (MAT) taken within the last five years. Prerequisite specialty area course requirements should be completed prior to applying for the "A" level license. Courses required for each individual are determined by comparing transcripts of previous college course work with the list of specialty area requirements for the "A" level license. See advisor or Middle Grades, Secondary & Special Education Department Chair for evaluation of these courses.

**Prerequisite Specialty Area Course Requirements** **15.0**

EDUC 697 is a supervised internship and requires placement in the public schools. The student must contact the Director of Teacher Education, advisor, and Department Chair of MGSS the semester prior to enrolling in this course for placement in the public schools. EDUC 697 constitutes Student Teaching and requires admission prior to registration. EDUC 610 And EDUC 644 And Choose one of the following: EDUC 620 Or EDUC 630 And EDUC 615 And EDUC 697

**Professional Education Courses** **6.0**

EDUC 690 is the prerequisite for EDUC 698 and must be one of first 6 semester hours earned. READ 552 And EDUC 690

**Specialization Area Credits** **18.0**

BIOL 650 And BIOL 660 And BOTN 640 And ZOOL 610 And BOTN 630 And Choose one of the following: BICH 610 Or BIOL 610 Or BIOL 620 Or BIOL 630 Or BIOL 640 Or BIOL 670 Or BIOL 680 Or BOTN 620 Or BOTN 630 Or ZOOL 570 Or ZOOL 585 Or ZOOL 630

**Product of Learning** **6.0**

EDUC 699

No more than 12 semester hours to be counted toward the degree may be completed prior to formal admission to the MAT degree program.

**Master of Arts in Teaching. Secondary Education 9-12. Mathematics Specialty Area.**

**Project-Portfolio Option**

**Program Requirements** **Credits**

**Total Credit Hours** **45.0**

Must be "licensure-only" students who already have a baccalaureate degree and/or "lateral entry" teachers who are seeking secondary teacher licensure. Students enrolling in the M.A.T. program must select one subject specialty area. Students may have to take additional undergraduate subject area coursework in order to meet licensure requirements. Students are required to remove academic area deficiencies prior to enrollment in the graduate methods course and internship.

Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years. Prerequisite specialty area course requirements should be completed prior to applying for the "A" level license. Courses required for each individual are determined by comparing transcripts of previous college course work with the list of specialty area requirements for the "A" level license. See advisor or Middle Grades, Secondary & Special Education Department Chair for evaluation of these courses.

**Prerequisite Specialty Area Course Requirements** **15.0**

EDUC 697 is a supervised internship and requires placement in the public schools. The student must contact the Director of Teacher Education, advisor, and Department Chair of MGSS the semester prior to enrolling in this course for placement in the public schools. EDUC 697 constitutes Student Teaching and requires admission prior to registration. EDUC 610 And EDUC 644 And Choose one of the following: EDUC 620 Or EDUC 630 And EDUC 615 And EDUC 697

**Professional Education Courses** **6.0**

EDUC 690 is the prerequisite for EDUC 698 and must be one of first 6 semester hours earned.  
READ 552 And EDUC 690

**Specialization Area Credits** **21.0**

MATH 504 And MATH 507 And MATH 541 And STAT 561 And STAT 562 And Choose one of the following sequences: MATH 511 And MATH 612 Or MATH 521 And MATH 621

**Product of Learning** **3.0**

EDUC 698

No more than 12 semester hours to be counted toward the degree may be completed prior to formal admission to the MAT degree program.

**Master of Arts in Teaching. Secondary Education 9-12. Mathematics Specialty Area.**

**Thesis Option**

**Program Requirements** **Credits**

**Total Credit Hours** **45.0**

Must be "licensure-only" students who already have a baccalaureate degree and/or "lateral entry" teachers who are seeking secondary teacher licensure. Students enrolling in the M.A.T. program must select one subject specialty area. Students may have to take additional undergraduate subject area coursework in order to meet licensure requirements. Students are required to remove academic area deficiencies prior to enrollment in the graduate methods course and internship.

Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years. Prerequisite specialty area course requirements should be completed prior to applying for the "A" level license. Courses required for each individual are determined by comparing transcripts of previous college course work with the list of specialty area requirements for the "A" level license. See advisor or Middle Grades, Secondary & Special Education Department Chair for evaluation of these courses.

**Prerequisite Specialty Area Course Requirements** **15.0**

EDUC 697 is a supervised internship and requires placement in the public schools. The student must contact the Director of Teacher Education, advisor, and Department Chair of MGSS the semester prior to enrolling in this course for placement in the public schools. EDUC 697 constitutes Student Teaching and requires admission prior to registration. EDUC 610 And EDUC 644 And Choose one of the following: EDUC 620 Or EDUC 630 And EDUC 615 And EDUC 697

**Professional Education Courses** **6.0**

EDUC 690 is the prerequisite for EDUC 698 and must be one of first 6 semester hours earned.  
READ 552 And EDUC 690

**Specialization Area Credits** **18.0**

MATH 504 And MATH 507 And MATH 541 And STAT 562 And Choose one of the following sequences: MATH 511 And MATH 612 Or MATH 521 And MATH 621

**Product of Learning** **6.0**

EDUC 699

No more than 12 semester hours to be counted toward the degree may be completed prior to formal admission to the MAT degree program.

**Master of Arts in Teaching. Secondary Education 9-12. Sociology Specialty Area. Project-Portfolio Option**

**Program Requirements** **Credits**

**Total Credit Hours** 45.0

Must be "licensure-only" students who already have a baccalaureate degree and/or "lateral entry" teachers who are seeking secondary teacher licensure. Students enrolling in the M.A.T. program must select one subject specialty area. Students may have to take additional undergraduate subject area coursework in order to meet licensure requirements. Students are required to remove academic area deficiencies prior to enrollment in the graduate methods course and internship.

Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years. Prerequisite specialty area course requirements should be completed prior to applying for the "A" level license. Courses required for each individual are determined by comparing transcripts of previous college course work with the list of specialty area requirements for the "A" level license. See advisor or Middle Grades, Secondary & Special Education Department Chair for evaluation of these courses.

**Prerequisite Specialty Area Course Requirements** 15.0

EDUC 697 is a supervised internship and requires placement in the public schools. The student must contact the Director of Teacher Education, advisor, and Department Chair of MGSS the semester prior to enrolling in this course for placement in the public schools. EDUC 697 constitutes Student Teaching and requires admission prior to registration. EDUC 610 And EDUC 644 And Choose one of the following: EDUC 620 Or EDUC 630 And EDUC 615 And EDUC 697

**Professional Education Courses** 6.0

EDUC 690 is the prerequisite for EDUC 698 and must be one of first 6 semester hours earned. READ 552 And EDUC 690

**Specialization Area Credits** 21.0

SOCI 500 is required for those without undergraduate major or minor in sociology. It may be used as one of the guided electives for those required to take it. SOCI 500 And SOCI 505 And SOCI 560 And SOCI 590 And Choose four of the following: SOCI 502 Or SOCI 525 Or SOCI 550 Or SOCI 555 Or SOCI 570 Or SOCI 595 Or SOCI 610 Or SOCI 614 Or SOCI 618 OR SOCI 620 Or SOCI 624 Or SOCI 628 Or SOCI 638 Or SOCI 660 Or SOCI 685

**Product of Learning** 3.0

EDUC 698

No more than 12 semester hours to be counted toward the degree may be completed prior to formal admission to the MAT degree program.

**Master of Arts in Teaching. Secondary Education 9-12. Sociology Specialty Area. Thesis Option****Program Requirements** Credits**Total Credit Hours** 45.0

Must be "licensure-only" students who already have a baccalaureate degree and/or "lateral entry" teachers who are seeking secondary teacher licensure. Students enrolling in the M.A.T. program must select one subject specialty area. Students may have to take additional undergraduate subject area coursework in order to meet licensure requirements. Students are required to remove academic area deficiencies prior to enrollment in the graduate methods course and internship.

Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years. Prerequisite specialty area course requirements should be completed prior to applying for the "A" level license. Courses required for each individual are determined by comparing transcripts of previous college course

work with the list of specialty area requirements for the "A" level license. See advisor or Middle Grades, Secondary & Special Education Department Chair for evaluation of these courses.

**Prerequisite Specialty Area Course Requirements** **15.0**

EDUC 697 is a supervised internship and requires placement in the public schools. The student must contact the Director of Teacher Education, advisor, and Department Chair of MGSS the semester prior to enrolling in this course for placement in the public schools. EDUC 697 constitutes Student Teaching and requires admission prior to registration. EDUC 610 And EDUC 644 And Choose one of the following: EDUC 620 Or EDUC 630 And EDUC 615 And EDUC 697

**Professional Education Courses** **6.0**

EDUC 690 is the prerequisite for EDUC 698 and must be one of first 6 semester hours earned. READ 552 And EDUC 690

**Specialization Area Credits** **18.0**

SOCI 500 is required for those without undergraduate major or minor in sociology. It may be used as one of the guided electives for those required to take it. SOCI 500 And SOCI 505 And SOCI 560 And SOCI 590 And Choose three of the following: SOCI 502 Or SOCI 525 Or SOCI 550 Or SOCI 555 Or SOCI 570 Or SOCI 595 Or SOCI 610 Or SOCI 614 Or SOCI 618 Or SOCI 620 Or SOCI 624 Or SOCI 628 Or SOCI 638 Or SOCI 660 Or SOCI 685

**Product of Learning** **6.0**

EDUC 699

No more than 12 semester hours to be counted toward the degree may be completed prior to formal admission to the MAT degree program.

**Master of Arts in Teaching. Special Education. General Curriculum K-12**

**Program Requirements** **Credits**

**Total Credit Hours** **39.0**

All participants for initial licensure must be admitted to Teacher Education. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years.

**Initial Licensure Requirements** **27.0**

Initial licensure (A-level) requirements in SPED: General Curriculum must be completed prior to taking to completing MAT program. EDUC 610 And EDUC 630 And SPED 530 And SPED 647 And SPED 515 And SPED 518 And SPED 580 And SPED 631 And SPED 640 Or SPED 480 And SPED 600

**Advanced Licensure Specialty Area Requirements** **12.0**

EDUC 690 is the prerequisite for SPED 698 and must be one of first 6 semester hours earned. EDUC 690 And SPED 643 And SPED 633 And SPED 698 (SPED 698 should be taken last semester of coursework.)

**Additional Notes**

No more than 12 semester hours to be counted toward degree may be completed prior to formal admission to MAT degree program. Credit hours may vary according to entering credentials.

**PRAXIS Requirement**

PRAXIS II Tests: 0511 and 0543

**Master of Education in Middle Grades 6-9. Language Arts Concentration. Project-Portfolio Option**

**Program Requirements** **Credits**

**Total Credit Hours** **36.0**

Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years. Submit three letters of recommendation from persons qualified to evaluate student's ability to pursue graduate study in education. Must have at least a Class A Level License in a teaching field.

**Professional Core** 12.0

EDUC 690 is a prerequisite for EDUC 698 and must be one of first 6 semester hours earned as an M.Ed. degree-seeking graduate student in the School of Education. EDUC 610 And EDUC 641 And EDUC 650 And EDUC 690

**Specialization Area** 21.0

EDUC 616 And ENGL 517 And ENGL 518 And ELEM 623 And ELEM 624 And ELEM 680 And READ 552

**Product of Learning** 3.0

EDUC 698

### **Master of Education in Middle Grades 6-9. Language Arts Concentration. Thesis Option**

**Program Requirements** Credits

**Total Credit Hours** 39.0

Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years. Submit three letters of recommendation from persons qualified to evaluate student's ability to pursue graduate study in education. Must have at least a Class A Level License in a teaching field.

**Professional Core** 12.0

EDUC 690 is a prerequisite for EDUC 698 and must be one of first 6 semester hours earned as an M.Ed. degree-seeking graduate student in the School of Education. EDUC 610 And EDUC 641 And EDUC 650 And EDUC 690

**Specialization Area** 21.0

EDUC 616 And ENGL 517 And ENGL 518 And ELEM 623 And ELEM 624 And ELEM 680 And READ 552

**Product of Learning** 6.0

EDUC 699

### **Master of Education in Middle Grades 6-9. Mathematics Concentration. Project-Portfolio Option**

**Program Requirements** Credits

**Total Credit Hours** 36.0

Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years. Submit three letters of recommendation from persons qualified to evaluate student's ability to pursue graduate study in education. Must have at least a Class A Level License in a teaching field.

**Professional Core** 12.0

EDUC 690 is a prerequisite for EDUC 698 and must be one of first 6 semester hours earned as an M.Ed. degree-seeking graduate student in the School of Education. EDUC 610 And EDUC 641 And EDUC 650 And EDUC 690

**Specialization Area** 21.0

EDUC 616 And MATH 501 And MATH 502 And ELEM 530 And MATH 504 And MATH 533 And READ 552

**Product of Learning** 3.0

EDUC 698

### **Master of Education in Middle Grades 6-9. Mathematics Concentration. Thesis Option**

**Program Requirements** Credits

**Total Credit Hours** 39.0

Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years. Submit three letters of recommendation from persons qualified to evaluate student's ability to pursue graduate study in education. Must have at least a Class A Level License in a teaching field.

**Professional Core** 12.0

EDUC 690 is a prerequisite for EDUC 698 and must be one of first 6 semester hours earned as an M.Ed. degree-seeking graduate student in the School of Education. EDUC 610 And EDUC 641 And EDUC 650 And EDUC 690

**Specialization Area** 21.0

EDUC 616 And MATH 501 And MATH 502 And ELEM 530 And MATH 504 And MATH 533 And READ 552

**Product of Learning** 6.0

EDUC 699

### **Master of Education in Middle Grades 6-9. Science Concentration. Project-Portfolio Option**

**Program Requirements** Credits

**Total Credit Hours** 36.0

Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years. Submit three letters of recommendation from persons qualified to evaluate student's ability to pursue graduate study in education. Must have at least a Class A Level License in a teaching field.

**Professional Core** 12.0

EDUC 690 is a prerequisite for EDUC 698 and must be one of first 6 semester hours earned as an M.Ed. degree-seeking graduate student in the School of Education. EDUC 610 And EDUC 641 And EDUC 650 And EDUC 690

**Specialization Area** 21.0

EDUC 616 And ELEM 635 And ELEM 652 And ELEM 653 And ELEM 654 And ELEM 655 And READ 552

**Product of Learning** 3.0

EDUC 698

**Master of Education in Middle Grades 6-9. Science Concentration. Thesis Option****Program Requirements** **Credits****Total Credit Hours** **39.0**

Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years. Submit three letters of recommendation from persons qualified to evaluate student's ability to pursue graduate study in education. Must have at least a Class A Level License in a teaching field.

**Professional Core** **12.0**

EDUC 690 is a prerequisite for EDUC 698 and must be one of first 6 semester hours earned as an M.Ed. degree-seeking graduate student in the School of Education. EDUC 610 And EDUC 641 And EDUC 650 And EDUC 690

**Specialization Area** **21.0**

EDUC 616 And ELEM 635 And ELEM 652 And ELEM 653 And ELEM 654 And ELEM 655 And READ 552

**Product of Learning** **6.0**

EDUC 699

**Master of Education in Secondary Education. Biology Specialty Area. Project-Portfolio Option****Program Requirements** **Credits****Total Credit Hours** **36.0**

Must have at least a Class A Level License in a teaching field to be accepted into the Master of Education Degree Program. Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study.

**Professional Core** **12.0**

EDUC 690 is the prerequisite for EDUC 698 and MUST be one of the first six semester hours earned as a M.Ed. degree-seeking graduate student. EDUC 610 And EDUC 641 And EDUC 650 And EDUC 690

**Specialization Area Credits** **21.0**

BIOL 650 And BIOL 660 And BOTN 640 And ZOOL 610 And BOTN 630 And choose one of the following: BICH 610 Or BIOL 610 Or BIOL 620 Or BIOL 630 Or BIOL 640 Or BIOL 670 Or BIOL 680 Or BOTN 620 Or BOTN 630 Or ZOOL 570 OR ZOOL 585 Or ZOOL 630

**Product of Learning** **3.0**

EDUC 698

**Master of Education in Secondary Education. Biology Specialty Area. Thesis Option****Program Requirements** **Credits****Total Credit Hours** **36.0**

Must have at least a Class A Level License in a teaching field to be accepted into the Master of Education Degree Program. Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study.

**Professional Core** **12.0**



EDUC 690 is the prerequisite for EDUC 698 and MUST be one of the first six semester hours earned as a M.Ed. degree-seeking graduate student. EDUC 610 And EDUC 641 and EDUC 650 And EDUC 690

**Specialization Area Credits** 18.0

BIOL 650 And BIOL 660 AND BOTN 640 And ZOOL 610 And BOTN 630 And choose one of the following: BICH 610 Or BIOL 610 Or BIOL 620 Or BIOL 630 Or BIOL 640 Or BIOL 670 Or BIOL 680 Or BOTN 620 Or BOTN 630 Or ZOOL 570 OR ZOOL 585 Or ZOOL 630

**Product of Learning** 6.0

EDUC 699

### Master of Education in Secondary Education. Mathematics Specialty Area. Project-Portfolio Option

**Program Requirements** Credits

**Total Credit Hours** 36.0

Must have at least a Class A Level License in a teaching field to be accepted into the Master of Education Degree Program. Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years. Also must take subject area test of the GRE.

**Professional Core** 12.0

EDUC 690 is the prerequisite for EDUC 698 and MUST be one of the first six semester hours earned as a M.Ed. degree-seeking graduate student. EDUC 610 And EDUC 641 And EDUC 650 And EDUC 690

**Specialization Area Credits** 21.0

MATH 504 And MATH 507 And MATH 541 And STAT 561 And STAT 562 And choose one of the following sequences: MATH 511 And MATH 612 Or MATH 521 And MATH 621

**Product of Learning** 3.0

EDUC 698

### Master of Education in Secondary Education. Mathematics Specialty Area. Thesis Option

**Program Requirements** Credits

**Total Credit Hours** 36.0

Must have at least a Class A Level License in a teaching field to be accepted into the Master of Education Degree Program. Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years. Also must take subject area test of the GRE.

**Professional Core** 12.0

EDUC 690 is the prerequisite for EDUC 698 and MUST be one of the first six semester hours earned as a M.Ed. degree-seeking graduate student. EDUC 610 And EDUC 641 And EDUC 650 And EDUC 690

**Specialization Area Credits** 18.0

MATH 504 And MATH 507 And MATH 541 And STAT 562 And choose one of the following sequences:

**Product of Learning** 6.0

EDUC 699

**Master of Education in Secondary Education. Sociology Specialty Area. Project-Portfolio Option****Program Requirements** **Credits****Total Credit Hours** **36.0**

Must have at least a Class A Level License in a teaching field to be accepted into the Master of Education Degree Program. Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years.

**Professional Core** **12.0**

EDUC 690 is the prerequisite for EDUC 698 and MUST be one of the first six semester hours earned as a M.Ed. degree-seeking graduate student. EDUC 610 And EDUC 641 And EDUC 650 And EDUC 690

**Specialization Area Credits** **21.0**

SOCI 500 is required for those without undergraduate major or minor in sociology. May be used as one of the guided electives for those required to take it. SOCI 500 And SOCI 505 And SOCI 560 And SOCI 590 And choose four of the following: SOCI 502 And SOCI 525 And SOCI 550 And SOCI 555 And SOCI 570 And SOCI 595 And SOCI 610 And SOCI 614 And SOCI 618 And SOCI 620 And SOCI 624 And SOCI 638 And SOCI 660 And SOCI 685

**Product of Learning** **3.0**

EDUC 698

**Master of Education in Secondary Education. Sociology Specialty Area. Thesis Option****Program Requirements** **Credits****Total Credit Hours** **36.0**

Must have at least a Class A Level License in a teaching field to be accepted into the Master of Education Degree Program. Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years.

**Professional Core** **12.0**

EDUC 690 is the prerequisite for EDUC 698 and MUST be one of the first six semester hours earned as a M.Ed. degree-seeking graduate student. EDUC 610 And EDUC 641 And EDUC 650 And EDUC 690

**Specialization Area Credits** **18.0**

SOCI 500 is required for those without undergraduate major or minor in sociology. May be used as one of the guided electives for those required to take it. SOCI 500 And SOCI 505 And SOCI 560 And SOCI 590 And choose three of the following: SOCI 502 And SOCI 525 And SOCI 550 And SOCI 555 And SOCI 570 And SOCI 595 And SOCI 610 And SOCI 614 And SOCI 618 And SOCI 620 And SOCI 624 And SOCI 638 And SOCI 660 And SOCI 685

**Product of Learning** **6.0**

EDUC 699

**Master of Education in Special Education K-12. Project-Portfolio Option. Current License**

**in Special Education**

<b>Program Requirements</b>	<b>Credits</b>
<b>Total Credit Hours</b>	<b>36.0</b>
Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years. Submit three letters of recommendation from persons qualified to evaluate student's ability to pursue graduate study in education. Additional PRAXIS Exams may be required, depending upon existing license and concentration area. Must have at least a Standard Professional I license in Special Education.	
<b>Professional Core</b>	<b>12.0</b>
EDUC 690 is a prerequisite for SPED 698 and must be one of first 6 semester hours earned as an M.Ed. degree-seeking graduate student in the School of Education. EDUC 610 And EDUC 641 And EDUC 650 And EDUC 690	
<b>Specialization Core</b>	<b>12.0</b>
SPED 580 And SPED 615 And SPED 641 And SPED 646	
<b>Concentration</b>	<b>6.0</b>
Choose one of the following options in consultation with an advisor. Choose Learning Disabilities Option. SPED 523 And SPED 635 Or Choose Mental Disabilities Option. SPED 536 And SPED 634 Or Choose Behavioral-Emotional Disabilities Option. SPED 538 And SPED 639	
<b>Guided Elective</b>	<b>3.0</b>
<b>Product of Learning</b>	<b>3.0</b>
SPED 698 SPED 698 should be taken during last regular semester of coursework.	
<b>PRAXIS Requirement</b>	
PRAXIS II Tests 0511 and one of the following tests as applicable to concentration (SLD 0381; MD 0321; BED 0371)	

**Master of Education in Special Education K-12. Project-portfolio Option. License in Education but not in Special Education**

<b>Program Requirements</b>	<b>Credits</b>
<b>Total Credit Hours</b>	<b>42.0</b>
Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Must have at least a Standard Professional I license in Education. Initial licensure (A-level) requirements in SPED: General Curriculum must be completed prior to completing the MEd program.	
<b>Professional Core</b>	<b>12.0</b>
EDUC 690 is a prerequisite for SPED 698 and must be one of first 6 semester hours earned as an M.Ed. degree-seeking graduate student in the School of Education. EDUC 610 And EDUC 641 And EDUC 650 And EDUC 690	
<b>Specialization Core</b>	<b>15.0</b>
SPED 580 And SPED 600 And SPED 615 And SPED 646	
<b>Guided Electives</b>	<b>6.0</b>
Students without licensure in Special Education should take SPED 515 and 518 as their guided electives. Students may apply for initial license in SPED:General Curriculum after completing above courses and after successfully completing the required PRAXIS II Exams (0511 and 0543).	

**Concentration** **6.0**

Choose one of the following concentration options in consultation with an advisor. Choose Specific Learning Disabilities Option. SPED 523 And SPED 635 Or Choose Mental Disabilities Option. SPED 536 And SPED 634 Or Choose Behavioral-Emotional Disabilities Option. SPED 538 And SPED 639

**Product of Learning** **3.0**

SPED 698 SPED 698 should be taken during last regular semester of coursework.

**PRAXIS Requirement**

PRAXIS II tests as applicable to concentration (SLD 0381; MD 0321; BED 0371)

### Master of Education in Special Education K-12. Thesis Option. Current License in Special Education

**Program Requirements** **Credits****Total Credit Hours** **39.0**

Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years. Submit three letters of recommendation from persons qualified to evaluate student's ability to pursue graduate study in education. Additional PRAXIS Exams may be required, depending upon existing license and concentration area. Must have at least a Standard Professional I license in Special Education.

**Professional Core** **12.0**

EDUC 690 is a prerequisite for SPED 698 and must be one of first 6 semester hours earned as an M.Ed. degree-seeking graduate student in the School of Education. EDUC 610 And EDUC 641 And EDUC 650 And EDUC 690

**Specialization Core** **12.0**

SPED 580 And SPED 615 And SPED 641 And SPED 646

**Concentration** **6.0**

Choose one of the following options in consultation with an advisor. Choose Learning Disabilities Option. SPED 523 And SPED 635 Or Choose Mental Disabilities Option. SPED 536 And SPED 634 Or Choose Behavioral-Emotional Disabilities Option. SPED 538 And SPED 639

**Guided Elective** **3.0****Product of Learning** **6.0**

SPED 698 SPED 698 should be taken during last regular semester of coursework.

**PRAXIS Requirement**

PRAXIS II Tests 0511 and one of the following tests as applicable to concentration (SLD 0381; MD 0321; BED 0371)

### Master of Education in Special Education K-12. Thesis Option. License in Education but not in Special Education

**Program Requirements** **Credits****Total Credit Hours** **45.0**

Baccalaureate degree from an accredited college or university. Overall minimum GPA of 2.5 on 4.0 scale for all undergraduate work or minimum 2.75 on 4.0 scale in last 60 hours of study which may include no more than 12 hours graduate study. Provide scores from either the GRE general section or the Miller Analogies Test (MAT) taken within the last five years. Submit three letters of recommendation from persons qualified to evaluate student's ability to pursue graduate study in education. Must have at least a Standard Professional I license in Education. Initial licensure (A-level) requirements in SPED: General Curriculum must be completed prior to completing MED program.

**Professional Core** **12.0**

EDUC 690 is a prerequisite for SPED 698 and must be one of first 6 semester hours earned as an M.Ed. degree-seeking graduate student in the School of Education. EDUC 610 And EDUC 641 And EDUC 650 And EDUC 690

**Specialization Core** **15.0**

SPED 580 And SPED 600 And SPED 615 And SPED 646

**Guided Electives** **6.0**

Students without licensure in Special Education should take SPED 515 and 518 as their guided electives. Students may apply for initial license in SPED:General Curriculum after completing above courses and after successfully completing the required PRAXIS II Exams (0511 and 0543).

**Concentration** **6.0**

Choose one of the following concentration options in consultation with an advisor. Choose Specific Learning Disabilities Option. SPED 523 And SPED 635 Or Choose Mental Disabilities Option. SPED 536 And SPED 634 Or Choose Behavioral-Emotional Disabilities Option. SPED 538 And SPED 639

**Product of Learning** **6.0**

SPED 698 SPED 698 should be taken during last two regular semesters of coursework.

**PRAXIS Requirement**

PRAXIS II tests as applicable to concentration (SLD 0381; MD 0321; BED 0371)

## Course Descriptions

All course descriptions indicate in parentheses the number of credit hours, lecture hours, and laboratory hours per week. For example: ACCT 555 (3-3-0). The first number within the parenthesis indicates the credit hours (3) for the course; the second number indicates the number of lecture hours (3) per week; and the third number indicates the number of lab hours per week (0).

**ACCT 550 (3-3-0) Principles of Accounting:** This course provides a background in both the concepts and practice of accounting that assist management in the decision making process. Contemporary accounting scandals in financial reporting and statement analysis are examined, as well as the proper use of product costing in planning and controlling operations, and special reports and analysis.

**ACCT 610 (3-3-0) Managerial Accounting:** The primary objective of the course is to enable the student to make effective use of management accounting data within his/her own organization or business practice. A secondary objective is to develop the analytical skills necessary to diagnose complex business issues in an accounting context. In addition, the course touches on global issues facing corporations such as transfer pricing and outsourcing. The course also introduces student to management accounting practices across borders and compares these practices to US practice (such as budgeting, value chain management, pricing).

**Prerequisite:** ACCT 550 Or equivalent

**ACCT 650 (3-3-0) International Accounting:** The study of international dimensions of accounting and control; international business and multinational strategy; accounting systems and global environment; the comparative International Accounting systems and practices including comparative International Analysis of financial statements; International Disclosure Trends and Financial Analysis; Management Control of Global operations; International Taxation; and External Auditing of foreign operations.

**ACCT 670 (3-3-0) Internal and Operational Audit:** A detailed and critical study of the changing audit environment relative to financial statement, auditing, internal auditing, compliance auditing, and operational auditing. An in-depth study of the roles of the Securities and Exchange Commission with particular emphasis on the Securities Acts of 1933 and 1934. An extensive research work in auditing.

**Prerequisite:** Consent of the instructor

**ACCT 695 (3-3-0) Seminar in Accounting:** Discussion by students and faculty of selected contemporary topics in accounting applying intensive individual research to accounting issues facing management.

**BADM 530 (3-3-0) Principles of Business Statistics:** This course introduces the foundation of probability and statistics used in management and covers the basics of data analysis and display, descriptive measures, random variables, and probability distributions and then introduces statistical inference and its use in decision-making. The course seeks application-oriented understanding regression analysis and develops the ability to design, estimate, evaluate, and interpret statistical models.

**BADM 602 (3-3-0) Directed Research:** Research of special interest by advanced students under the supervision of a member of the MBA faculty. Work may represent either an intensive investigation of a particular problem in theory or a survey of a field of Business Administration and Economics not otherwise addressed in the curriculum.

**Prerequisite:** Consent of Instructor

**BADM 603 (3-3-0) Special Topics in Business:** A study of a current topic of special interest in business.

**Prerequisite:** Consent of Instructor

**BADM 604 (3-3-0) International Business Law:** A study of public law of International trade, investment restrictions, technology transfer law, and other politics control over international law such as, law of treaties and the law of international and intergovernmental organizations, comparative analysis of international sales law, licensing of patents, copyrights and trademarks, federal corrupt practices act, North American Free Trade Agreement and investment law in developing countries.

**Prerequisite:** Consent of the instructor

**BICH 610 (3-3-0) Advanced Biochemistry:** A study of the intermediary metabolism of amino acids nucleic acids, carbohydrates and lipids, with emphasis on metabolic pathways and their associated enzymes.

**BIOL 610 (3-3-0) Endocrinology:** A comprehensive study of anatomy, physiology, and patho-physiology of endocrine glands in animals with particular emphasis on humans. The course will examine the current research on hormone-related problems in humans such as stress that leads to cardiovascular and gastroenteric diseases.

**BIOL 620 (1-1-2) Seminar:** Presentations by faculty, students, and visiting scientists on current research in various specialty areas of biology. Prerequisite: Consent of instructor.

**BIOL 630 (3-3-0) Topics in Biology:** Studies of current topics in various areas of biology, with emphasis on significant advancements.

**BIOL 640 (3-3-0) Comparative Physiology:** A comparative study of the organ systems of vertebrates and the physiological processes involved in maintaining the homeostasis.

**BIOL 650 (3-3-2) Communities and Ecosystems:** A study of interactions between species, community structure, nutrient and energy flow in ecosystems, and geographical ecology.

**BIOL 660 (3-3-0) Evolution:** A study of the history of life, evolutionary relationships among organisms, mechanisms of evolution, and speciation.

**BIOL 670 (3-2-2) Physiology:** An analysis of the functions of major organ systems, especially in mammals, with attention to and discussions of current research articles published in the American Journal of Physiology.

**BIOL 680 (3-2-2) Radiation Biology:** A study of the procedures and applications of the principles of atomic radiation, including methods, means of detection, measurement, and utilization in research.

**BIOL 690 (1-1-0) Research and Thesis:** Independent investigation work on an approved program reported in a prescribed written form. A total of six (6) credit hours required, taken in blocks of (1) to (6) hours.

**BIOL 899 (0-0-0) Thesis Non-Credit:** This course is required for students that have completed their course work and the number of thesis hours for credit required in their graduate degree program. Students who will continue to use University resources in completing their thesis must enroll in this course.

**BOTN 620 (3-2-2) Advanced Botany:** A study of the metabolism of plant growth and morphogenesis with special emphasis on such aspects as plant hormones, tropisms, water relations, circadian rhythms, and phytochrome, as well as on the field characteristics, collection, and identification of vascular plants, with intensive study of selected families and genera.

**BOTN 630 (3-2-2) Plant Development:** A study of the developmental anatomy of seed plants, including examinations of the seed structure, seedling development, ontogeny and structure of the primary body, secondary body, flowers, and fruits.

**BOTN 640 (3-2-2) Advanced Microbiology:** A study of the taxonomic, morphological, cultural, and physiological characteristics of important groups of heterotrophic microorganisms, such as the spore forming group, the pseudomonades, the staphylococcus/micrococcus group, and the enteric forms, with emphasis on the isolation, characterization, and study of groups of heterotrophic microorganisms.

**BOTN 650 (3-2-2) Plant Genetics and Genomics:** This course is a graduate level course intended to acquaint the student with recent advances in plant genomics and statistical genomics with applications to agriculture. Principles and methods for constructing genetic maps comprised of molecular and other genetic markers, and methods for mapping genes underlying phenotypically complex traits are studied. Methods of DNA sequencing, physical mapping, genomic libraries construction, and positional cloning are also discussed.  
**Prerequisite:** Consent of instructor

**CPM 610 (3-3-0) Introduction to Project Management:** This course focuses on how projects contribute to the strategic goals of the organization. The linkages of integration include the process of selecting projects that best support the strategy of a particular organization and that in turn can be supported by the technical and managerial processes made available by the organization to bring projects to completion. The topics include the complete life cycle of projects including defining, planning, execution and delivery of projects. It also talks about estimating time and costs, managing resources, and risk management. The international and future issues of project management will be discussed.

**CPM 620 (3-3-0) Communication and Procurement in Project Management:** This course looks at purchasing and contracting of goods and services and how appropriate terms and conditions can favorably impact objectives. The course also examines the impact of leadership on attainment of goals; with particular emphasis on consensus versus autocratic styles, transparency of decision making, and accountability from the leader. Various human resource policies will be examined in relationship to projects which have beginning and end dates versus manufacturing and office environments. Ethics and moral issues will also be explored in context of different motivations of labor and management. Cultural clashes will also be explored for multinational environments.

**Prerequisite:** CPM 610

**CPM 630 (3-3-0) Tools and Techniques of Project Management:** This course starts with manual techniques to manage time, costs, human resources, and quality control and then proceeds to explore current software solutions. Additionally students will review and examine forecasting, estimating, budgeting, and auditing methods both from a theoretical and practical basis. Students will learn the analysis techniques used to evaluate compliance to objectives and how to correct for deviation from plan.

**Prerequisite:** CPM 610

**CPM 640 (3-3-0) Project Risk Management:** Students will learn to explore the internal and external variables that will impact the successful execution and completion of the project. This course will identify, qualify, and quantify risks such as manpower, cost, technology, quality, politics, logistics, etc. Those risks will be evaluated to determine their impact and what effect they will have on the minimizing, maximizing, or optimizing the key elements needed for the success of the project.

**Prerequisite:** CPM 610

**CRJC 500 (3-3-0) History of Crime Control Policy:** Historical study of societal responses to crime and disorder in the United States. The course includes a review of historical research on police, courts, corrections, criminal law, social movements and social disorder.



**CRJC 501 (3-3-0) Foundations in Criminal Justice Systems:** This graduate course offers an overview of the three major components of the criminal justice system: (a) policing, (b) courts, and (c) corrections. It will provide a survey of relevant theoretical perspectives for understanding how economic, political, and ideological forces shape systematic and officially sanctioned responses to crime through these individual components. Students will be expected to become familiar with both classic and recent important contributions to the scientific literature covering policing, courts, and corrections. The course will culminate with a critical examination of how these components function together to produce contemporary criminal justice practice.

**CRJC 510 (3-3-0) Criminal Justice Administration:** This course is an introduction to the theoretical discourse of administration as applied to criminal justice. In this course, considerable attention will be on the theories of administration, but the emphasis of this course will be the application of administrative theory to criminal justice organizations and contexts. Areas of theoretical discourse covered will include classical/neo-classical, principles of administration, human resources, systems, cultural reform, and sense-making. Additional readings will provide examples of the application of administrative theories to criminal justice organizations and contexts.

**CRJC 520 (3-3-0) Criminological Theory I: Classical and Positivist Theorists:** This course is the first of two required graduate seminars in criminological theory. The course begins with a survey of the history and application of criminological thought, providing a foundation for analysis of the assumptions, elements and policy implications of theories of crime and criminal justice. As the first of two graduate theory seminars, this course focuses on theories within two major paradigms in criminological theory: Classical and Positivist Criminology. We explore the perspectives on crime and criminal justice that permeate public discourse on crime and justice and critique the formal criminological theories to which these everyday perspectives are linked. We consider whether existing research provides support for widely accepted theories and we examine the criminal justice policies associated with different criminological theories. Students are guided in the process of formulating their own research questions and policy proposals from the criminological theories that they find most compelling.

**CRJC 521 (3-3-0) Foundations of Criminological Thought:** This course is a graduate seminar in criminological theory. It is an introduction to theory in criminology and criminal justice, beginning with an examination of the process of theory construction and the relationship between theory and research methodology. Students explore the history of criminological thought, examining the assumptions, elements and policy implications of classic and contemporary theories of crime and criminal justice within three major paradigms: Classical, Positivist and Critical Criminology. Students consider the level of research support that exists for widely accepted theories and examine the criminal justice policies associated with different criminological theories. Students are guided in the process of formulating research questions and policy proposals from criminological theories.

**CRJC 530 (3-3-0) Criminological Theory II: Critical Criminology:** This course is the second of two required graduate seminars in criminological theory. The course begins with a review of the history and application of criminological thought, which provides a foundation for continued analysis of the assumptions, elements, and policy implications of theories of crime and criminal justice. We begin our deeper analysis of theories where the first theory seminar left off, with the third major paradigm in criminological theory: Critical Criminology. We explore theories of crime and criminal justice that are found in public discourse and critique the criminological theories to which these everyday perspectives are linked. We consider whether existing research provides support for specific theories and we examine the criminal justice policies associated with different criminological theories. Students are guided in the process of formulating their own research questions and policy proposals from the criminological theories that they find most compelling.

**Prerequisite:** CRJC 520

**CRJC 540 (3-3-0) Research Methods in Criminal Justice:** This course provides students with the fundamental tools for evaluating, designing and implementing basic and applied empirical research within the area of criminal justice. The association between theories and research methods used in the study of criminal justice is explored through a variety of related data sources. Topics covered include: the principles of research design; problems of inference; survey design; and basic methods of data analysis. Students will obtain hands-on experience in project design and data analysis.

**CRJC 550 (3-3-0) Statistical Applications in Criminal Justice:** This is a required course which provides a foundation for the use of statistical methods in criminal justice and public affairs research. It will review fundamentals of research, showing the interplay between the research, the statistical method, and the interpretation. The course includes a lab that involves computerized data analysis.

**CRJC 570 (3-3-0) Race, Crime and Justice:** The course will examine research exploring the involvement of racial minorities in crime and the treatment of racial minorities by the criminal justice system. The course will also provide an in-depth examination of the inequalities within the criminal justice system and its relationship to structural inequalities within the wider society. This course will examine the theoretical and empirical debates on the disparities in law and justice based on race and class. Topics include: wrongful convictions and racial prejudice; the war on drugs and the politics of race. Case study materials focus on current debates of seminal issues.

**CRJC 580 (3-3-0) Females, Crime and Justice:** Theory and practice have focused on perceptions of male scholars and practitioners and discussions about male offenders. It was not until the 1970s that crime affecting women and girls and more serious inclusion of women criminal justice scholars and practitioners was given more attention. This course will focus on female experiences as offenders, victims, and workers within the criminal justice system. Additionally, we will explore treatment programs that have been proposed to decrease female-perpetrated crime in both a historical and contemporary context.

**CRJC 590 (3-3-0) Ethics in Criminal Justice:** This course is an intensive examination of different ethical and moral issues/dilemmas that we face within and outside of criminal justice systems when dealing with people who either work for or come in contact with the system. Emphasis will be on exploration of ethical/moral issues related to crime, criminal justice practice, education, and research.

**CRJC 600 (3-3-0) Corporate and Government Crime:** Study of criminal behaviors by corporation and government leaders, with an emphasis on events impacting the people of the United States. The course explores the nature and extent of these criminal behaviors, the causes associated with them, their harm to people and societies, and strategies to reduce the number of events and/ or their harmful impacts.

**CRJC 610 (3-3-0) Organizational Change in Criminal Justice:** Organizational change is inevitable, and often necessary. For criminal justice organizations, often change is badly needed and/or poorly managed. In this course, several key theoretical approaches to guiding organizational change will be examined and applied to criminal justice organizations. Readings will focus on helping recognize the need for change, making change-resistant organizations into learning organizations, and how to lead the change efforts, as well as offering examples of theoretical application of these ideas to criminal justice organizations.

**CRJC 620 (3-3-0) Juvenile Delinquency and Justice:** This course will take a critical approach in examining different issues related to juvenile delinquency and justice. Theoretical aspects of juvenile deviant/delinquent behavior, and societal reactions and institutional responses to young law violators will be addressed. Finally, different prevention approaches and strategies will be evaluated.

**CRJC 630 (3-3-0) Communities, Justice and Social Change:** This course is a graduate seminar on communities, justice and social change in the contemporary urban context. In this course, we give focused

attention to "hard-hit" communities, i.e. communities where both crime and criminal justice activity exist in concentrated levels. We consider the impacts of crime on neighborhoods and communities, and we also examine the impacts that traditional criminal justice practices have on these communities. Strategies for empowering local communities to improve the quality of life and the quality of justice in the urban environment are explored.

**CRJC 640 (3-3-0) Qualitative Methods in Criminal Justice:** This course provides an introduction to qualitative research methods and how they are often applied in the study of crime and justice. Qualitative methods includes a wide variety of challenging techniques such as participant observation, ethnography, interviewing, field interviews, historical analysis, case studies, and textual analysis. The course will explore these various techniques as well as the uses, strengths and limitations of qualitative research. In addition, the course content will include designing, conducting, and writing up qualitative research. Finally, the process of grounded theory construction is explored.

**Prerequisite:** CRJC 540

**CRJC 650 (3-3-0) Program Evaluation in Criminal Justice:** This course will familiarize students with key components of program evaluation in criminal justice organizations and contexts. This course will combine aspects of social research methodology and applied research techniques and skills to the context of the practice of criminal justice. Students who successfully complete this course should expect to be able to perform evaluative services to their current and/or future agencies.

**Prerequisite:** CRJC 540 And CRJC 550

**CRJC 660 (3-3-0) Current Issues in Victimology:** Victim's issues largely have been ignored within the criminal justice system and the field of criminal justice academia until recently (the last 30 years). As crime victims are an integral component to eradicating and/or dealing with crime it is important that the myriad issues surrounding this diverse population be explored. This course will look at three main areas concerning victimology: 1) the effects or impact of crime victimization; 2) provision of assistance to crime victims and the criminal justice system - victim interaction; and 3) victim-oriented legislation and victim's bills of rights. Students will be called to investigate, in depth, how criminal justice agencies help or hinder victim recovery, as well as evaluate the effectiveness of victim serving agencies in relation to the different state's victims' bill of rights.

**Prerequisite:** CRJC 540

**CRJC 670 (3-3-0) Special Topics in Criminal Justice:** This variable topics course will offer students the opportunity to explore specialized areas of criminal justice on a variety of criminal justice subjects. The topics vary from semester to semester. The course can be repeated up to three times as long as the subject matter is different.

**CRJC 690 (3-3-0) Independent Study:** This course allows students to examine an area of criminal justice not covered (or not covered in detail) in the core elective courses.

**CRJC 691 (3-3-0) Independent Study:** This course allows students to examine an area of criminal justice not covered (or not covered in detail) in the core or elective courses.

**CRJC 698 (3-0-0) Thesis I:** An extensive research experience in an approved topic of choice.

**Prerequisite:** CRJC 500 And CRJC 510 And CRJC 520 And CRJC 530 And CRJC 540 And CRJC 550

**CRJC 699 (3-0-0) Thesis II:** Continued work on the approved topic of choice begun in CRJC 698.

**Prerequisite:** CRJC 699

**CRJC 899 (0-0-0) Thesis Non-Credit:** This course is required for students who have completed their course work and the number of thesis hours for credit required in their graduate degree program. Students who will continue to use University resources in completing their thesis must enroll in this course.

**CSC 501 (3-3-0) Special Topics in Computer Science:** In-depth studies of selected topics in areas of computer science not covered in other computer courses, such as software, hardware utilization, programming languages, numerical methods, syntactic descriptions, symbolic functions, and manipulations, with course requirements including one or more of the following: readings in the literature and research on computer science, introductory research projects, major computer programming projects, seminars, or new course development.

**ECON 540 (3-3-0) Fundamentals of Economics:** This course explores the application of microeconomic theory to management decisions and examines the consequences of macroeconomic policies upon businesses in the global market place.

**ECON 610 (3-3-0) Managerial Economics:** The application of economic theory and quantitative methods to an analysis of managerial decision-making in national and international settings. Topics include empirical estimation of demand functions, cost and production functions, product pricing, application of cost-benefit analysis to non-profit sector, risk analysis, technology change management and plant selection strategies in a global economy.

**Prerequisite:** ECON 540 Or equivalent

**ECON 650 (3-3-0) International Trade and Financial Markets:** This course deals with practical aspects of international trade and financial markets. It treats the international consequences of changes in money supply or demand, prices, and interest rates. The role and importance of the institution and individual participants will be discussed.

**Prerequisite:** Consent of the instructor

**ECON 660 (3-3-0) Business and Economic Forecasting:** Advanced study of the science and art of model building for the purpose of forecasting and policy analysis. Forecasting models are critically examined and applied to the managerial decision making problems using standard computer programs.

**Prerequisite:** ECON 610

**EDAM 650 (3-3-0) Educational Leadership Development Seminar:** This seminar will be an introductory graduate course in educational leadership for prospective leaders at all levels of the school organization. Elements of effective leadership, standards-informed educational leadership, role conceptions, and personal leadership vision will be presented. Emphasis is placed on the knowledge, skills, and dispositions necessary to develop into a successful, innovative educational leader. Students will apply this knowledge to build and embrace their philosophical and theoretical frameworks as prospective school leaders. Clinical experiences in school and district settings will be required.

**EDAM 651 (3-3-0) Organizational Development and Diversity for School Leaders:** This course is designed to study multicultural education and its link to school leadership, cultural understanding, and critical problems related to the organization of schools through the lens of human behavior. A focus is on the preparation of administrators to transform schools by understanding theoretical, sociological, political, and historical elements as they relate to ethnicity, race, socioeconomic status, gender, exceptionality, language, religion, and sexual orientation. Students in this course will engage in personal, professional, and organizational discovery of what is required of educational leaders in an increasingly diverse and connected world.

**Prerequisite:** Must be admitted to the MSA degree program

**EDAM 652 (3-3-0) School-Based Program Evaluation and Improvement:** The focus of this course is to provide the student with a variety of opportunities to apply data analysis procedures using real or simulated school data sets. The student will be introduced to qualitative and quantitative methods and how these tools can be utilized to evaluate and improve school performance and program improvement. The student will use the following data types: student performance, teacher and community survey, and state and or local reports. The student will be required to work with school-based personnel as part of their field experiences to collect, analyze, and interpret relevant school improvement data. The student will be able to analyze the data to facilitate school improvement decision-making and the development of real and simulated school improvement plans.

**EDAM 660 (3-3-0) Leadership and Organizational Theories in Schools:** An analysis of the various leadership and organizational theories with a major focus on situational decision-making and its effects. The course explores and tests (through required field-based clinical activities) leadership skills and strategies necessary for effective school leadership. The student engages in an in-depth review of the literature relevant to effective organizational change and analysis as a foundation for the development of change strategies. Field-based clinical experiences will require students to identify issues affecting the school; leadership and organizational theory will frame discussion of the issues. In addition to observation in a variety of school settings, clinical experiences may include participation in board meetings and school advisory boards.

**Prerequisite:** Must be admitted to the MSA degree program and EDAM 650

**EDAM 661 (3-3-0) School Law and Public Policy Issues:** This course is designed to review laws that pertain to public schools, including constitutional laws, state laws and court decisions that have helped to shape school law. A focus is on the study of court decisions addressing the legal principles affecting education, schools, and school professionals. Constitutional, statute, and administrative laws related to education are examined and analyzed through case studies and the analysis of case law. Students are expected to complete analyses of recent state and federal judicial decisions and legal structures related to responsibility and accountability of school leaders. The course engages the student in an examination of the school system as a policy system and the implementation of these policies by the school leader at the building level. Focus areas include: relationships of local school district policies to state policies, constraints imposed by state policies, implications of the state local system for local control, and effects of community expectations and participation in policy making at the school district and building levels.

**EDAM 670 (3-3-0) Resource Management and Schools:** This course is designed to provide an examination of the theory and practice of human resource management and public school finance in relation to expenditures and resources at the local, state and federal levels of support in school districts. It also provides an examination of social issues that impact the school learning environment, to include gender, quality, multicultural education, diversity; and privatization. It provides an in-depth study of the basic principles of money management in public education and how to manage it. The primary focus is on the management of dollars (fiscal), space (building operations), people (human resources), community resources (engagement) and time. The course addresses the issue of equity and adequacy in funding public schools and advancing the critical importance of data driven decision-making that maximizes learning.

**EDAM 671 (3-3-0) Leadership for Learning:** This course will provide the student with an introduction to the philosophical and social foundations of curriculum in schools. The student will be exposed to those foundational philosophical and social theories that have driven the development of school curricula. The student will be introduced to and utilize school improvement practices that focus on teaching for learning. Special emphasis will be given to researched-based improvement practices that include effective leadership behaviors and teaching pedagogy. The student will participate with other school-based personnel to observe, analyze, and interpret school data to develop learning improvement plans. The student will be able to analyze school-based approaches to teaching for learning and make improvement recommendations in real and simulated school improvement planning situations.

**EDAM 680 (3-3-0) Internship Part I:** An exploratory summer field experience will afford opportunities for interns to make site visits to exemplary school sites and programs. This course is a  
**Prerequisite:** EDAM 650 And EDAM 651 And EDAM 652 And EDAM 660 And EDAM 661 And EDAM 670

**EDAM 690 (6-0-6) Internship Part II:** Internship Part II is the first semester of a full time year-long administrative experience. The course provides interns with opportunities to develop insight into administrative processes focusing on skills of observation and diagnosis while shadowing site administrators and mentors/coaches. Weekly seminars with participating faculty members are devoted to analysis and discussion of the intern's field experiences and conferencing with field mentors/coaches.  
**Prerequisite:** EDAM 680

**EDAM 691 (6-0-6) Internship Part III:** Internship Part III is the second semester of a full time year-long administrative experience. The course provides interns with opportunities to develop insight into administrative processes focusing on skills of observation and diagnosis while shadowing site administrators and mentors/coaches. Weekly seminars with participating faculty members are devoted to analysis and discussion of the intern's field experiences and conferencing with field mentors/coaches.  
**Prerequisite:** EDAM 690 Or EDAM 690

**EDAM 698 (3-3-0) Computer Usage for Educational Administrators:** This course is designed to enhance the computer literacy of educational administrators in the field of education and provide exposure to a wide spectrum of electronic technology in administration and a classroom setting. Attention will be paid to technologies that permit access to all branches of education. This will include networks and bulletin boards, interactive voice, visual interactions, data and image transmission, designing and implementing instructional and administrative procedures. Students will be expected to demonstrate knowledge of computer skills in word processing, data management, spreadsheets, graphics and courseware applications and authoring tools.

**EDAM 699 (3-3-0) Pre-Doctoral Admin Studies:** A part of the Pre-Doctoral Institute offered each summer for graduate students who have been admitted to the doctoral program in educational leadership and for those interested in doctoral level studies, EDAM 699 introduces students to doctoral-level graduate study through a variety of experiences focusing on contemporary organizational theory, organizational change and inquiry methods. The topic around which the experiences will revolve is the development of schools as learning organizations. Students will study contemporary organizational concepts such as Senge's learning organization and their application to public schools. They will study and discuss strategies for organizational change in schools with invited guest speakers from the field. Finally, students will be introduced to methods of inquiry including an overview to research methods, the library and its paper and electronic information sources and the Internet.

**EDLE 700 (3-3-0) Culturally Proficient Leadership:** Focus on awareness of leader's social group memberships and impact of these identities upon leadership skills, personal awareness of multiple forms of oppression and impact on leadership ability. Discussion of leadership strengths and challenges: managing conflict, resistance, and group-leader dynamics.

**EDLE 701 (3-3-0) Cultural Diversity in American Schools:** The course addresses the origins, concepts, principles, and trends in multicultural education. It provides candidates with an understanding of multicultural education as an instructional concept, educational reform movement, and systemic process.

**EDLE 703 (3-3-0) Public Policy and Political Issues In Education:** Candidates study political and educational policy processes in relation to such problems as globalization and the nation- state, local, and community development, social identification and political participation, pressure groups and indoctrination, academic freedom, and school reforms.

**EDLE 704 (3-3-0) Curriculum and Instructional Leadership:** This course examines the social and philosophical foundations of curriculum, and curriculum theory. The course prepares candidates to understand the politics of curriculum development.

**EDLE 705 (3-3-0) The Planning and Financing of Educational Organizations:** This course is an in-depth examination of school planning and implementation of the financial perspective at local, district, and state levels. Included are the traditional methods of financing and the emergent ideas and subsequent suggested practices to meet the needs of a changing national educational environment. Also addressed are the areas of financing of school corporations in the current economic and political setting with emphasis on interrelationships of educational, economic, and political decisions.

**EDLE 706 (3-3-0) Seminar in Educational Leadership:** In this course, candidates investigate forces and trends that are influencing the nature of schooling and learning in a global society. Candidates explore futurist literature and the importance of holding a compelling vision for the future as an educational leader. They explore strategies for facilitating the development, articulation, implementation, and stewardship of a vision of learning that is shared and supported by the learning community.

**EDLE 707 (3-3-0) Seminar in Legal Issues, Critical Race Theory and Professional:** This course focuses on Legal Issues and Professional Ethics of particular concern to education policy-makers and central office school administrators. Federal and North Carolina school law will be included with attention given both to theoretical and practical concerns. This course also focuses on critical race theory as a critique of racism and the law in U.S. society and discusses its current applications to education policy and research in K-12 schooling and higher education; looks at how critical race theory can be used as a methodological lens for policy analysis and educational research; examines the social aspects of leadership in moral terms.

**EDLE 708 (3-3-0) Organizational Theory and Administrative Behavior:** In this course candidates examine schools as institutions from an organizational perspective. It critiques the field of organizational theory in order to better understand how schools function the way they do by turning to studies in business about organizational structure and culture. Candidates will develop the tools to look at organizational behavior from a critical perspective, which will provide a basis for understanding the status quo of any organization and the dynamics for change. The awareness of gender issues and cross-cultural issues that affect the modern organizational climate is emphasized.

**EDLE 709 (3-3-0) University College Teaching:** An examination of philosophies, methodologies, and related issues (gender, race, et.al) that influence teaching and learning in college and university classroom settings. Emphasis on teaching effectiveness, the application of course material to the formal classroom environment, assessment, and standards.

**EDLE 710 (3-3-0) The Adult Learner:** The focus of this course will be on the examination of how adults learn in instructional settings. Characteristics of the adult learner will be examined. Students will investigate adult learning theory as well as current trends and advancements in adult learning. The focus will be on making better instructional decisions and media selections for the education and training of adults.

**EDLE 711 (3-3-0) Emerging Issues in Leadership and Supervision:** This course will introduce doctoral students to the role of an institutional leader and supervisor in the Twenty-First Century, and on how leadership continues to evolve in the changing expectations of individuals in the organizations, in which senior and upper level administrators reign. Senior and upper level leaders must be able to communicate skillfully both orally and in writing with all stakeholders. In addition, they are expected to model collaborative decision-making skills as they negotiate the political landscape, work with diverse groups of constituents, while addressing retention and graduation rates. Whether the leader is K-12 or Post-secondary education, they both face the same or similar issues with faculty, students, board and trustee members, and the general

public. Through readings, discussion forums, chats, blogs, emails, interviews, case studies, in-basket issues, simulations, videos, and other electronic tools, this on-line course will provide doctoral students with the skills, understandings, and dispositions of a senior and upper level administrator. Attention is also given to the role of the superintendent and higher education administrator in goal setting, developing and implementing long-range plans in response to current and emerging issues within the academic community, as well as, the broader spectrum of state and national educational issues.

**EDLE 720 (3-3-0) Educational Statistics:** This course will cover the application of basic statistical procedures to the decision making process. The student will learn the most widely-used statistical procedures and how they support managerial decision-making and organizational change processes. The course includes Pareto Analysis, Ishikawa Diagrams, statistical process control, charting, presentation, the communication of statistical information; and touches on experimental design in the managerial context. Emphasis will be on research conducted in schools by presenting methods that are appropriate for school-based research. Educational leadership is evolving to place added emphasis upon teacher, parent and student empowerment, which will have fundamental consequences for administrative practice. In the future, administrators will need skills in projecting budget expenses for programs developed by this consortium of participants. To share power will require the educational leader to be skillful in interpreting and sharing research findings with these participants. This course will be the introduction to the development of an educational leader able to evaluate design and conduct educational research to deal with the changing school.

**EDLE 721 (3-3-0) Research, Design, and Evaluation Methodology:** This course is designed to teach the student how to match the research design to the substantive problem in education without further distorting the problem. The first one half of the course will cover the basics of research design. The second half of the course will cover program evaluation. Future school administrators will be provided the information they need to conduct or supervise instructional program evaluation. The program evaluations component will be based on the material covered in the first half of the class. The student will have taken statistics and be knowledgeable of the basics of test and measurement.

**EDLE 722 (3-3-0) Qualitative Research, Theory, and Application:** A study of qualitative research from different theoretical and methodological approaches. This course is designed to assist the educational leader in becoming a more effective facilitator of learning through knowing how to conduct research without formal hypotheses, allowing the hypotheses to evolve over time as events unfold. The researcher begins without preconceived ideas about what will be observed and describes behavior that seems important. Language principles, designs, and methodologies of producing qualitative research from experimental and non-experimental approaches will be presented. Students will demonstrate skills needed from practical and applied research in various educational settings.

**EDLE 723 (3-3-0) Quantitative Research Application and Methodology:** This course provides administrators with the knowledge of the methods and analytic approaches in educational research that will aid them in dealing with the school restructuring now occurring in the nation's schools. The measurement, design, and analysis procedures that are the most useful for dealing with a changing school system will be presented. An integrated approach to statistics and educational research will provide the student with an awareness of the interrelations and interdependencies among the statistics and research procedures presented. This awareness is essential for becoming an intelligent consumer of research and a competent researcher. Although the course requires a background in statistics on the level of an introductory course (EDLE 720), these topics will be reviewed before extending the presentation to more advanced topics.

**EDLE 730 (3-3-0) Internship in Educational Leadership I:** The advanced educational leadership internship is an extensive educational experience that will provide an opportunity for candidates to engage in a series of field-based clinical experiences. The candidate, faculty advisor, and the supervisor of the



participating organizations will work as a team to develop an individualized plan. These plans will be based on the experiences, background, needs, and professional goals of the candidates.

**EDLE 740 (3-3-0) Dissertation in Educational Leadership I & II:** The dissertation process serves to bring together all of the experiences in which students have engaged during the entire program. The dissertation culminates the theoretical and practical research experiences of the candidates. The application of theory and research to solve, inform, or suggest changes in problems and dilemmas facing educational leaders today should be reflected in an original, sophisticated, and high quality document. To facilitate the dissertation process, candidates will participate in regularly scheduled seminars designed to keep them on task and provide on-going constructive faculty feedback. The end result is a final dissertation and successful defense. To be repeated for a total of 6 credit hours.

**EDMG 614 (3-3-0) Techniques of Teaching in the Middle School:** A study of the teaching profession, with emphasis on teaching strategies, curriculum content and development, and materials selection for middle school education (grades 6-8).

**EDUC 533 (3-3-0) Home, School and Community Relations:** A course on the planning and marketing of public relations strategies for the betterment of education and school support.

**EDUC 560 (3-3-0) Educational Communication, Methods and Materials:** A survey of types of visual materials used in education, including slides, prints, filmstrips, films, transparencies, and television, with emphasis on the selection, integration, and evaluation of communications materials appropriate to school programs.

**EDUC 600 (3-3-0) History and Philosophies of Education:** A survey of the development of principles and practices of education from earliest times to the 18th century, emphasizing the evolution of educational philosophies.

**EDUC 602 (3-3-0) Foundations of Education:** A study of the origins, development, and contemporary status of education and schools in the United States, with emphasis on issues related to the control of public education and to the organization of school programs and curricula.

**EDUC 610 (3-3-0) Planning and Implementing Instruction for Diverse Learners:** The course addresses the origins, concepts, trends and principles of multicultural education, equity and the conceptual framework on cultural diversity in relation to education. It also exposes the students to a critical conscious approach to dialogue as an effective method applicable to diversity across the curriculum. The topics will include concepts that facilitators of learning will need in order to skillfully, and effectively teach in a multicultural setting. Specific content areas to be covered will be the topology of American cultures and how the following aspects impact on the cultures: Race, Ethnicity, Gender, Sexual orientation, Physical condition and Age. The following concepts will be discussed as part of the conceptual framework on diversity, Ethnocentricity, Eurocentricity, Afrocentricity, Interculturality, Crossculturality, Group dynamics and organizational development. Discussions will focus on explication of the concepts and development of strategies for conflict resolution and situational leadership, thus enabling the facilitator of learning as a change agent to learn to appropriate actions in dealing with the contradictions that shape the education system from economic, social, political and psychological and philosophical aspects.

**EDUC 615 (3-3-0) Techniques of Teaching in the Middle and Secondary Schools:** A study of the teaching profession, with emphasis on teaching strategies, curriculum content and development and materials selection for middle grades and secondary school education.

**EDUC 616 (3-3-0) Teaching and Technology in the Middle and Secondary Schools:** A study of the teaching profession, with emphasis on teaching strategies, curriculum content and development technology, and materials selected for middle and secondary school education, grades 6-12. Specific attention will be directed forwards developing each student as a facilitator of learning. Emphasis will be placed on integrating technology to enhance teaching and learning.

**EDUC 620 (3-3-0) Adolescent Psychology:** A study of the adolescent in contemporary society, theories of adolescence, and the physical, emotional, social, familial, moral, educational, vocational, and ethnic influences on adolescent behavioral development.

**EDUC 626 (3-3-0) Applied Strategies for Safe/Peaceful Schools:** This course is designed to enhance students' knowledge related to safe schools, violence and conflict resolution. This introductory course will also provide participatory, experiential and hands-on training in conflict resolution, resiliency strategies and peer mediation for pre-service and in service educators. Promoting pro-social behavior and improving learning in K-12 settings for all students are stressed. A supervised field experience is required.

**EDUC 630 (3-3-0) Advanced Educational Psychology:** A study of teaching as a process, emphasizing educational objectives, characteristics of students, theories of learning and motivation, teaching styles and techniques, and evaluation processes.

**EDUC 640 (3-3-0) Principals and Practices of Supervision:** An introduction to educational administration and supervision, including such topics as the multifaceted role of the supervisor, administrative organization, decision making, instructional leadership, curriculum planning, staff development and evaluation, group dynamics, effective school and classroom research, teacher-learner dynamics, motivation, behavior, leadership styles, interpersonal relations, cultural pluralism, and contemporary trends in education.

**EDUC 641 (3-3-0) Advanced Studies in Human Development and Learning Communities:** An exploration of psychological principles and their application to the problem of teaching and learning, including characteristics of stages in human development throughout the preschool and school years, theories of motivation and learning, classroom management strategies, individual differences, exceptional achievement and teaching strategies.

**EDUC 644 (3-3-0) Foundations and Curriculum Development:** A study of educational foundations and curriculum development in secondary schools, including discussions of the development, implementation, and evaluation of educational goals and objectives in the secondary curriculum.

**EDUC 646 (3-3-0) Trends/Issues in Curriculum and Instruction:** An exploration of the current issues, trends, and research in curriculum and instruction, and the sociological, psychological, and political factors influencing educational trends and innovations.

**EDUC 650 (3-3-0) Effective Practices for Teaching, Learning and Collaborative Leadership:** An advanced study of effective teaching practices supported by educational research, the application of technology to the educational setting, learning in content areas, and the design of collaborative leadership. This course is designed to introduce various aspects of teaching and learning that have relevance to understanding effective instructional procedures.

**EDUC 680 (3-3-0) Topics in Administration:** A study of problems, trends, and issues relating to school administration. An introduction to research methodology, with emphasis on effective problem-solving approaches, research techniques, research design, applications of statistical methods, and organizational reports and presentations.

**EDUC 690 (3-3-0) Applied Research in Education:** A study of the development and use of research, research methods, applied research, basic research, methods of reasoning, fallacies in reasoning, statistical methods, thesis writing, survey-research and evaluation of research. Emphasis is placed on understanding the scientific approach and not upon statistics.

**EDUC 694 (3-3-0) Introduction for Lateral Entries:** This course is designed to prepare lateral entry teachers (LE) for teaching in today's general and special education classrooms. Participants will encounter the following issues: understanding the nature of today's learners, teaching today's diverse learners, assessing/diagnosing for classroom teaching, planning lessons, organizing for the instruction, selecting and using developmentally appropriate materials, strategies and technology managing learning environments, selecting service learning opportunities and collaboration with other professionals, parents and agencies.

**EDUC 697 (3-3-0) Advanced Applied Product of Learning (Internship):** This course has been designed to serve as an eleven-week supervised internship for the Master of Arts in Teaching (MAT) Program in Education in a specific content area. This internship in the public secondary and middle schools will provide MAT students with opportunities to observe educational professionals in the classroom, practice teaching under supervision, and to participate in other activities and responsibilities of regular in-service teachers. (Fall and Spring)

**EDUC 698 (3-3-0) Advanced Applied Product of Learning:** This course has been designed to serve as a capstone or culminating experience for the Advanced Master's Degree Program in Education in all the specialization areas. This course will assist students in preparing the culminating activity and will encapsulate the total experiences in the program. It will provide a field-based context for the completion, presentation, and evaluation of the exit options: advanced professional portfolio, action research project, and thesis. (Other requirements related to the area of specialization, such as field experience component, may be required by the area of specialization.)

**EDUC 699 (6-6-0) Thesis:** A supervised empirical study in a selected area of concentration.

**EDUC 899 (0-0-0) Thesis Non-Credit:** This course is required for students that have completed their course work and the number of thesis hours for credit required in their graduate degree program. Students who will continue to use University resources in completing their thesis must enroll in this course.

**EDUC 999 (0-0-0) Dissertation (0 Credits):** This course is required for doctoral candidates who have completed their course work and the number of dissertation hours for credit required in their graduate degree program. Candidates Doctoral candidates who will continue to use University resources in completing their dissertation must enroll in this course.

**ELEM 505 (3-3-0) Modern Math for Elementary Teachers:** A study of numeration systems and the real numbers as a basis for teaching mathematics in the elementary school.

**ELEM 530 (3-3-0) Remediation of Mathematics Difficulties:** An exploration of factors that contribute to mathematics difficulties in the elementary and middle school, tests that aid in the diagnosis of difficulties, and techniques for preparing and evaluating individualized educational plans and strategies for remedial instruction.

**ELEM 533 (3-3-0) Foundations of Arithmetic:** A study of the elements of modern mathematics basic to understanding the mathematical system.

**ELEM 534 (3-3-0) Social Studies in Elementary School:** An analysis and evaluation of programs, strategies, and materials for achieving the social studies objectives outlined in the North Carolina course of study.

**ELEM 540 (3-3-0) Math Education for Gifted Children:** An in-depth study of curricula, methods, and materials for teaching mathematics to gifted children.

**ELEM 552 (3-3-0) Foundation and Curriculum of Early Childhood Education:** An in-depth study of the historical, psychological, and sociological foundations of early childhood education and an exploration of current trends and programs in the field.

**ELEM 553 (3-3-0) Teaching and Evaluation in Early Childhood Education:** An exploration of teaching strategies and evaluation processes in early childhood education. (Field experience required.)

**ELEM 560 (3-3-0) Reading/Language Arts for Gifted Children:** An in-depth study of curricula, methods, and materials for teaching reading and the language arts to gifted children, with attention to examining characteristics of the gifted, assessing their unique learning needs, and investigating aspects of creativity.

**ELEM 615 (3-3-0) Techniques of Teaching in Elementary School:** An exploration of effective teaching techniques and innovative forms of organization and instruction in elementary education.

**ELEM 616 (3-3-0) Problems Seminar in Lower Elementary Grades:** An application of research techniques to the study of problems in education at the lower elementary grade level.

**Prerequisite:** EDUC 680

**ELEM 617 (3-3-0) Problems Seminar in Upper Elementary Grades:** An application of research techniques to the study of problems in education at the upper elementary grade level.

**Prerequisite:** EDUC 680

**ELEM 623 (3-3-0) Advanced Language Arts in the Elementary School:** An exploration of basic ideas and techniques in the teaching of language arts in the elementary school, with emphasis on approaches for facilitating communication.

**ELEM 624 (3-3-0) Teaching Writing in the Elementary Schools:** A study of the writing process and the teaching of composition.

**ELEM 635 (3-3-0) Problems in Science Education:** A practical course in the basic content of the pure and applied sciences, with attention to acquiring techniques for teaching science in the elementary and middle grades and to developing learning activities and instructional units for classroom use.

**ELEM 640 (3-3-0) Issues in Elementary Education:** This course involves an in depth investigation of current issues and problems that affect elementary education in America. This course also includes a study of trends in curriculum, teaching practices, and evaluation of these topics in terms of effectiveness on teaching and learning. A close examination of the scope and sequence of the elementary school curriculum. (Field experience required.)

**ELEM 652 (3-3-0) Selected Topics in the Biological Sciences for Elementary Teachers:** A study of selected topics in the biological sciences, with applications to the teaching of the biological sciences in the elementary and middle schools.

**ELEM 653 (3-3-0) Selected Topics in the Physical Sciences:** A study of selected topics in the physical sciences, with applications to the teaching of the physical sciences in the elementary and middle schools.

**ELEM 654 (3-3-0) Selected Topics in the Earth Sciences:** A study of selected topics in the earth sciences, with applications to the teaching of earth sciences in the elementary and middle schools.

**ELEM 655 (3-3-0) Using Technology in Elementary/Middle School Curriculum:** This course is designed to further develop abilities in using technology, electronic media and other multi-media in teaching and curriculum planning for elementary and middle level science. This course not only addresses the use and application of very specific types of technology, but also focuses on how technology can be used as a thinking tool to foster meaningful learning in elementary and middle school science classrooms.

**ELEM 680 (3-3-0) Advanced Studies in Child Literature:** An in-depth study of literature for children, with emphasis on the history of children's literature, criteria for the selection of quality books, major authors of children's literature, and current trends and issues in the field.

**ELEM 690 (3-0-3) Practicum in the Elementary School:** A supervised practicum in grades K-6, primarily for students without acceptable prior teaching experience.

**ELEM 691 (3-3-0) Integrating Technology in the Elementary School Curriculum:** This course is designed to further develop abilities in using technology, electronic media and other multi-media in teaching and curriculum planning. This course not only addresses the use and application of very specific types of technology, but also focuses on how technology can be used as a thinking tool to foster meaningful learning.

**ENGL 502 (3-3-0) Forms of Fiction:** A study of the short story and novel as genre. The course will deal with the history and development of both forms in American, British, and Continental literature from the beginning until the modernist movement. Emphasis will be placed upon narrative theory and the rhetoric of fiction.

**ENGL 503 (3-3-0) Drama:** A course in the reading of Western Drama from its Greek beginnings through the Renaissance and Modern Period, emphasizing the conventions and modes of drama as literature, the aesthetics of mimesis, terms, historical background, theme, and structure. The course will include readings from the Greek tragedy and comedy, Shakespeare, mixed forms like tragicomedy, Restoration comedy, and examples of Modern Drama from Ibsen to Beckett.

**ENGL 505 (3-3-0) The Lyric:** The Lyric as Song in English and American poetry is a comprehensive literature course designed to acquaint the student with representative poems in English and American literature from the medieval period in England to the twentieth century in England and America and to familiarize students with the dominant forms, sub-genres, prosodic and metrical structures, rhythm patterns, motifs, and subjective voices employed by representative English and American poets of the inclusive periods. This study will concentrate on the correlations between sound and sense, and on the music of the verse. This course will provide students with an extensive practical, theoretical, and prosodic background. An analysis of the music, themes, and structures of lyric poems will provide a comprehensive understanding and appreciation of the musical elements of verse and of lyric poems in particular.

**ENGL 507 (3-3-0) Bibliography and Methods of Research:** This course will introduce students to the graduate study of English language and literature. Study will center on both the integrity of individual texts and the historic, economic, social, and political factors that may have influenced literature and language. The development of printing and publishing will be considered briefly in order to provide an understanding of the indexes. Central works of the twentieth century will also be considered in order to how the student the parameters of literary research.

**ENGL 508 (3-3-0) Introduction to Linguistics:** This course provides students with the terminology and elementary concepts of linguistics. Students will separate linguistic science from myths. The course identifies linguistic markers in both literary and everyday language. The raw material of language will be studied as resources for art, i.e. poetry. The course will delineate some of the issues in contemporary linguistics. Although not primarily a course on pedagogy, this course will from time to time apply linguistic principles to the teaching of English language and literature.

**ENGL 509 (3-3-0) Sociolinguistics and Pragmatics:** Sociolinguistics is the study of language in society, including dialectology, gender issues, politeness, language policy, and pedagogy. Pragmatics is the study of communication in context, including deixis, implicature, speech acts, metaphor, and other tropes.

**ENGL 511 (3-3-0) Tragic Vision:** A course in the readings of the tragic in drama, fiction, and poetry. The course will examine versions of the tragic experience, pathos in contrast to tragedy, the hero, and the possibilities of transcendence in tragedy. The course will study the tragic vision in Greek tragedy, Shakespeare, Ibsen, Yeats, and Beckett. It will look for the tragic in, for example, the fiction of Conrad and Mann, and in, for example, the poetry of Shelley, Keats, Tennyson, Dickinson, Yeats, and Plath.

**ENGL 515 (3-3-0) History of Criticism and Literary Theory:** This course will provide students with a familiarity with the traditional texts of Western literary theory and criticism. The second half of the course will concentrate on contemporary trends in literary criticism (beginning approximately with Oscar Wilde), which are often reactions against more traditional notions. Often the course will introduce concepts that are, or seem to be, counterintuitive.

**ENGL 516 (3-3-0) Issues in Composition Instruction:** This course will be concerned with current theories in writing and revising compositions. Particular attention will be paid to composition as a process, ultimately leading to a product. The course will also examine writers including basic/inexperienced writers and their problems. Students in this course will seek and discover information and techniques that will aid them in functioning as facilitators of writing.

**ENGL 517 (3-3-0) Issues in Teaching Literature:** The course will provide a basic introduction to the teaching of literature in its four main forms: fiction, poetry, drama, and film. The concept of documentary narrative in relation to these four will be examined as well. Genre and subgenre will also be considered as means of grouping texts. Particular attention will be paid to the relative appropriateness of teaching the different forms of literature at different age and ability levels. Questions of canon will be considered in order to relate gender, race, and ethnicity to the secondary curriculum. Finally, the relation of literary criticism and critical theory to the teaching of the four forms will be considered.

**ENGL 518 (3-3-1) Technology and the Language Arts Curriculum:** The course will provide students with the ability to use emerging technologies, especially the computer and the videodisc, to enhance the language arts classroom. Word processing and composition; the use of style checkers and editing programs, computer-assisted and computer-managed instruction, the electronic bulletin board, and video discs will be examined in the light of recent research into their effectiveness as pedagogical tools. Students will design and implement a syllabus for a computer intensive language arts course.

**ENGL 531 (3-3-0) Literature of the South:** This course examines literature emanating from the American South, covering the colonial and antebellum period through the Civil War and its aftermath into the early Twentieth Century and the Southern Renaissance, culminating with a view of the contemporary Southern literary landscape. The course will use literary works and other material to examine how the South differs from other regions of the nation as it attempts to define "Southern literature." In addition, the course will examine Southern literature to discover its beliefs, values, and ideals and to explore the literary tradition of the modern South.

**ENGL 533 (3-3-0) Approach to Reading African-American Literature:** This course will explore formal modes, figurations, and traditions in African-American writings. The course will analyze ways in which African-American cultural codes produce and reproduce value and meaning. Primary focus includes vernacular theories, performance theories, "womanist" perspectives, and new historicism. The course will include culturally specific aspects of African- American writings and culture, showing how the black tradition has inscribed its own theories of rhetorical systems. The course will consider the slave narrative tradition as it is reflected in different periods by such writers as Frederick Douglass, Harriet Jacobs, Richard Wright, and Toni Morrison. A New Historicist approach to reading will give attention to how historical discourse displays the surrounding ideology. A consideration of the "black aesthetic" will emphasize the performance of African-American writings.

**ENGL 534 (3-3-0) Women and Literature:** This course surveys many of the most important literary texts written by women. The course explores and analyzes the cultural assumptions embedded in literature about women written by men and women. The course examines the social, political, ideological, and economic matrices of both the production and readership of literature. It gives special attention to women's revaluations and revisions of those matrices. The course discusses the varieties of contemporary feminist theory and criticism. The course also applies feminist contributions to the more important contemporary developments in literary theory and criticism: reader-response theory, structuralism and deconstruction, the new historicism, and the debate over canon formation.

**ENGL 540 (3-3-0) English Phonology and Morphology:** An introduction to the phonology (sound system) and morphology (word formation) of English. Primary emphasis will be on Standard English, but others varies of English will be considered. Pedagogical approaches on phonology and morphology will be a component of the course.

**ENGL 623 (3-3-0) Medieval English Literature:** The course will survey literature written in Middle English. Most texts will be read in Middle English. It will not include Chaucer, although it does assume a prior acquaintance with Chaucer. The course will trace the Continental and Old English antecedents of Middle English literature. It will consider the social, political, and economic matrices of Middle English literature. It will observe the interpenetration of religious and secular Middle English, literary texts using the new critical and theoretical approaches, especially feminism, neo-historicism, and reader-response theory.

**ENGL 630 (3-3-0) Modern Novel:** A study of the major novels and novelists of the Modernist movement from the late 19th century to the present. The texts will be analyzed through close reading, attempting to make aesthetic connections among the works, and to examine the social and political context in which the works were produced. An attempt will be made to derive a definition of what Modernism was and is and how it shaped the consciousness of contemporary man. The novels will be discussed as reactions to the thematic concerns and resolutions of more traditional early fictions; the complexity of modernist works will be seen as a natural reaction to the complex vision of man, which late 19th and early 20th century writers inherited. Among the writers to be studied are the following: Dostoyevsky, Kafka, Flaubert, Lawrence, Forster, and Dos Passos.

**ENGL 632 (3-3-0) Special Topics:** A study of major tradition, period, author, or current issues in literature. This course will vary according to the expertise of the individual instructor and may be repeated for credit under different subtitles (e.g., Literature and Protest, and the Canon and Its Revision).

**ENGL 636 (3-3-0) Seminar in American Literature:** The seminar in American literature will examine the works and influence of an individual author, the literary output of a number of different authors, or a particular literary period, such as the Harlem Renaissance, or a literary movement, such as the American Romanticism. Though the specific content of the course may vary, the seminar will be an intensive examination and interpretation of selected texts, as opposed to a survey of many. The course is designed to

limit the scope of the material covered so that students can closely examine from various literary perspectives a few key texts. The format emphasizes class members leading the discussion, doing independent research, and exchanging the results of their research. This course will vary according to the expertise of the individual instructor and may be repeated for credit under different subtitles.

**ENGL 637 (3-3-0) Seminar in British Literature:** The seminar in British literature will focus on an individual writer, a small corpus of works by several different writers, or a theme developed by a series of British writers (e.g., social revolt in modern literature, the social status of the hero in epic, medieval, and modern narrative poetry, the sea in British literature, the private self through the "stream of consciousness," Medieval literature, English, Renaissance, Neoclassicism, Romanticism, post-modern literature, Spenser, Shaw, Joyce, or Woolf.) The seminar will be an intense and close reading and interpretation of selected texts, rather than a survey of many. The purpose of a seminar is to limit the scope of the material covered in order for students to scrutinize from many different literary perspectives a few key texts in British literature. The format is mainly directed discussion with class members leading the discussion, doing independent research, and exchanging results of their research. This course will vary according to the expertise of the individual instructor and may be repeated for credit under different subtitles.

**ENGL 638 (3-3-0) Thesis I:** An original investigation in a subject approved by the student's thesis committee. Detailed information on the preparation, form, and defense of the thesis is presented in the Guide for the Preparation and Submission of Theses.

**Prerequisite:** ENGL 507 And ENGL 515

**ENGL 639 (3-3-0) Thesis II:** Continued preparation of the thesis under the direction of the advisor and the thesis committee.

**Prerequisite:** ENGL 507 And ENGL 515

**ENGL 899 (0-0-0) Thesis Non-Credit:** This course is required for students that have completed their course work and the number of thesis hours for credit required in their graduate degree program. Students who will continue to use University resources in completing their thesis must enroll in this course.

**FINC 560 (3-3-0) Foundations of Finance:** This course surveys the fundamental financial concepts and principles including the role of the financial manager, valuation models, basic risk and return concepts, and capital budgeting, capital structure theory, dividend policy, working capital management, and financial planning and control.

**Prerequisite:** ACCT 550 Or equivalent

**FINC 620 (3-3-0) Financial Management:** This course focuses on the firm's financing and investment decisions. Among the topics covered is capital budgeting, cost of capital, capital structure, and risk management. Emphasis is placed on the importance of valuation in financial decision making and on the effects of international capital markets on the firm's value creation opportunities.

**Prerequisite:** FINC 560 Or equivalent

**FINC 655 (3-3-0) International Finance:** This course is designed to recognize the increasing importance of global integration of money and capital markets, a trend that is creating expanded opportunities for both investors and organizations that need to raise capital. This course will focus on macroeconomic issues such as the significance of balance of payments deficits, microeconomic issues such as capital budgeting for multinational corporations, detailed discussion of international markets, and analysis of risk and effect of diversification on an international basis.

**FINC 660 (3-3-0) Financial Institutions:** Recent developments in financial institutions and markets will be studied. The impact of new financial regulation on financial intermediaries and how it will affect operations



will be investigated.

**Prerequisite:** FINC 610

**FINC 670 (3-3-0) Investment Analysis:** The objective of this course is to help students gain an appreciation of what is involved in making investment decisions. The strategies of practicing investment professionals as well as results from theoretical and empirical research are used to introduce students to the practical aspects of investing.

**Prerequisite:** FINC 610

**FINC 680 (3-3-0) Option and Futures Trading:** This course provides the student an introduction to derivative securities markets. Option and future instruments are discussed in detail, followed by valuation theory and hedging application.

**Prerequisite:** Consent of the instructor

**FINC 695 (3-3-0) Seminar in Finance:** Current issues and practices in finance will be selected as problems for intensive exploration and reporting.

**Prerequisite:** FINC 610

**HCM 680 (3-3-0) Managed Care and the American Healthcare Systems:** This course provides a foundation to understand and apply the concepts of managed care. The evolution and need for managed care will be explored as well as the managerial tools needed to accomplish managed care goals. Particular emphasis will be placed on the provider and consumer issues inherent to managed care systems in the current environment, as well as the application of managed care concepts to specific industry segments.

**HCM 681 (3-3-0) Health Care Finance and Control:** This course focuses on the financial assessment, acquisition, allocation, and control of financial aspects of health care organizations. Topics include application of financial management principles of the unique decision-making in the healthcare industry, budgeting processes, cost allocation, fee structures, and management control process.

**Prerequisite:** FINC 610

**HCM 682 (3-3-0) Health Services Marketing:** This course is designed as an advanced study in the application of marketing tools within varied healthcare settings. Additionally, core marketing concepts and contemporary issues in healthcare marketing will be explored with emphasis on using marketing tools to meet organizational and public health goals.

**HCM 683 (3-3-0) Ethical and Legal Issues in Health Care:** This course provides guidance in preventing and solving managerial and biomedical ethical problems including substantive ethical principles and procedural methodologies by which managers can understand, analyze and resolve ethical problems. Topics covered include business ethics versus health care ethics, conflicts of interest, ethical committees, informed consent, confidentiality, human experimentation, death and dying, abortion, the ethics of managed care, and HIV disease. In the second part of the course, federal and state laws, health care agencies and regulations are evaluated. Recent court decisions and their implications with respect to the health care profession will be discussed. Class discussions will consist of the realistic aspects of using legal counsel and diminishing tort and criminal liability to the health care institution.

**HCM 684 (3-3-0) Human Resources for Health Care:** This course is designed to explore key concepts, theories, and issues in the effective utilization of human resources within health service organizations. The strategic value of human resource management will be emphasized as will the contemporary human resource environment, acquisition and preparation of human resources, assessment and development, compensation and additional special topic areas.

**HIST 501 (3-3-0) Historiography:** An exploration of theories of historical interpretation, with applications to the histories of the United States, Latin America, and Europe.

**HIST 506 (3-3-0) Revolution and American Identity:** This course is an introduction to the major writings and interpretations of the era of the Revolution from the early eighteenth century to the ratification of the Constitution in 1787. The emphasis will be on eighteenth-century American Society and culture, the connections between England and the evolution of American protest and political thought that shaped American ideological concepts that were the basis of the independence movement and the effects of the revolution on class status, slavery and race, as well as the attempts to create new forms of government in the aftermath of the Revolutionary War.

**HIST 507 (3-3-0) Soc Strata In the Ante South:** An exploration of social delineations in the Old South, with attention to the rationale for and the distinguishing features of these groupings.

**HIST 508 (3-3-0) Antebellum Reform Movements:** A developmental study of the origins and progress of American reform efforts from their inception in the Great Revivalism of the 1820s to the culmination of the controversial reform movement, Abolitionism, in the 1860s, with particular attention to the polemical and cognitive aspects of antebellum reformism.

**HIST 510 (3-3-0) Stud in 20th Cent US History:** An exploration of social, cultural, political, economic, and military issues in U.S. history from the beginning of World War I to the present, including such topics as the development of a mass society, changing role of women, and other relevant issues.

**HIST 512 (3-3-0) Interpret of 19th Cent US Hist:** The course focus is on the literature and interpretations of major issues in nineteenth century United States history. The required readings will place the issues and periods in a cogent context with the latest interpretations. The student will also be introduced though the required reading to the historiographical controversies in major fields of political and social history with special emphasis on the Civil War and Reconstruction.

**HIST 519 (3-3-0) History of Medicine and Public Health in US:** An examination of the major health problems confronting Americans from colonial times through the twentieth century, as well as the policies and measures adopted by state and federal authorities to deal with these problems.

**HIST 520 (3-3-0) Studies in United States Foreign Relations from 1771 to the Present:** A study of domestic factors that contributed to the shaping of U.S. foreign policy from the revolutionary period through post-war conflicts with England and France, including such aspects as expansionism, the Spanish-American War, relations with Latin America, World War I and Wilsonian ideals, the Spanish Civil War, World War II, NATO and the Cold War, and the current issues of nuclear proliferation and U.S. and Soviet relations in the post-Vietnam era.

**HIST 526 (3-3-0) The French Revolution:** A study of the development of the ideas of the Enlightenment, particularly in France, and their contribution to the revolutionary ferment, and the sequence of events by which the Revolution emerged, the changing attitudes within French society, and the economic, social, and political changes brought by the Revolution to France and all of Europe.

**HIST 527 (3-3-0) Europe in the Industrial Age:** A course focusing on the social, economic, and technological factors which led to the spread of industrialization in Europe in the nineteenth century, and on the social, political, demographic, and intellectual reactions to the industrial revolution from its early days through World War I.

**HIST 528 (3-3-0) The Rise of Fascism in Europe:** An investigation of the political, social, intellectual, and economic factors making possible the rise of fascism in Europe in the period between the world wars, with attention to the influence and operations of major fascist parties through the beginning of World War II.

**HIST 537 (3-3-0) History of Imperial Russia:** This course will explore, in depth, the social, cultural, and political history of Russia during the imperial period (roughly 1700-1917). The class will include analyses of the important social, economic, and political strata and organizations as they occurred in imperial Russia.

**HIST 538 (3-3-0) History in 20th Century Russia:** This course will introduce, in some depth, the forces of stability and change interacting during the years 1900-1995 in Russia. It will focus on the Bolshevik experiment, the rise of Stalinist dictatorship, World Wars, the Cold War, and the demise of the Soviet system.

**HIST 551 (3-3-0) Caribbean History from Columbus to 1838:** A survey of Caribbean history to 1838, with emphasis on the impact of European conquests and the Catholic influence, plantation slavery, African socio-economic development, nation-state rivalries in the Caribbean, local governments, and the impact of the abolitionist movement.

**HIST 552 (3-3-0) Caribbean History Post-Slave:** A continuation of the history of the Caribbean, with study of such topics as black peasantry, the influence of missionaries, value formation, Asian contract workers, labor unions, the plantation economy, the independence movement, and relations with the metropolitan countries and the United States.

**HIST 555 (3-3-0) The ABC Countries:** A study of the cultural, economic, and political development of Argentina, Brazil, and Chile.

**HIST 556 (3-3-0) The Andean Republics:** A study of the social, economic, and political development of the continent of South America north of the Southern Cone.

**HIST 557 (3-3-0) The Harlem Renaissance:** A comprehensive study of the Harlem Renaissance/the Age of the "New Negro," primarily from 1920 to 1930. The course will examine African-American culture and politics from the perspective of the African-Americans who participated in this cultural and political explosion through the prism of post-1920 historians.

**HIST 558 (3-3-0) African-Americans and World War II:** A comprehensive study of African-Americans, the mind-set of the U.S. military, and World War II. The course will focus on the nature and the problems surrounding the integration and usage of African-Americans in the armed forces of the United States, primarily from 1937 to 1950.

**HIST 560 (3-3-0) Black Biography:** An in-depth study of major African American personalities who have directly and indirectly impacted the black and white communities in the course of United States history. This course will present African Americans as the major players in studying and interpreting the major historical questions and problems, which have directly and indirectly impacted the course of United States history.

**HIST 570 (3-3-0) Major Topics in African History:** This course examines the significant developments on the African continent from pre-history to the modern era. The focus is on isolating those people, places, and events that have shaped the "African character." Topics include Africa as the biological and cultural place of origins for humankind, the great kingdoms of African antiquity, the impact on African societies of the various slave trades on the continent, the impact on African societies of European colonialism, and the recovery of African societies via independence movements.

**HIST 572 (3-3-0) African Liberation Movements:** This course is designed to familiarize students with the efforts to achieve independence by various African peoples. Regionally, the course will span liberation movements from Egypt to South Africa. Chronologically, it will include efforts of Africans to free themselves from the shackles of European Colonialism in the twentieth century. The focus of the course will be to provide tangible evidence that freedom or democratic movements are not just confined to the Western World but reflect the universal yearnings of all people.

**HIST 575 (3-3-0) History of Women in Africa:** The study of women's roles and contributions in history has become a major discipline. This course is designed to look at one segment of women in history - women in sub-Saharan Africa. Using scholars who articulate the insights of the most recent scholarship, the course intends to present an overview of women's past and present contributions to African development as well as the many obstacles to their further economic and social progress. The course will explore women's history in the region as it has changed over time under pre-colonial, colonial, and independence governments. It will address the wide range of variations in women's social position in Africa as well as the effect of cultural influences imposed by outsiders. Divided into three parts, it will address many current women's issues under the following topics: Women in the Economy, Women in Society and Culture, and Women in Politics and Policy Making. Specifically addressed are the current issues of women as heads of households, female circumcision (female genital mutilation), multiple wives, child care, control over women's labor and the proceeds from that labor, the feminist movement, women in the military, women's role in politics and the effect of local and international governmental policy on women.

**HIST 576 (3-3-0) Africa and the Americas:** This course has a double purpose: to introduce students to African history and to explore the continuing relationship tying Americans of African descent to the continent of Africa. The first part of the course will focus on the history of West Africa before the beginning of the sea-borne exchange with Europe and the Americas. Students will be introduced to the early West African empires, to local patterns of society and culture, and to the role-played by Muslim scholars, clerics, traders, and kings. In the second part of the course we examine the history of Africans and the changes they undergo on the continent of Africa and in the Diaspora. This includes the European colonization of Africa and the Africans who were drawn into the Atlantic exchange: the history of the New World plantation complex and the role of African culture and social organization in shaping life in the Americas. In the last part of the course, we explore the connections between Africans and the African-Americans: Back to Africa movements in the US (1820's and 1920's), the African foundations of early modern African-American thought, and the contributions made by African Americans to the African continent.

**HIST 590 (3-3-0) Special Topics in History:** This course provides for study of special topics in history not covered in the regular graduate history courses.

**HIST 591 (3-3-0) Special Topics in History:** This course provides for study of special topics in history not covered in the regular graduate history courses.

**HIST 601 (3-3-0) Directed Readings in 19th Central American History:** A directed reading course for those history students who are making their final preparations for the comprehensive examinations.

**HIST 602 (3-3-0) Directed Readings in 20th Central American History:** A directed reading course for those history students who are making their final preparations for the comprehensive examinations.

**HIST 603 (3-3-0) Directed Readings in African-American History:** A directed reading course for those history students who are making their final preparations for the comprehensive examination.

**HIST 626 (3-3-0) Directed Readings: 18th Central European History:** A directed reading course for those history students who are making their final preparations for the comprehensive examinations.

**HIST 627 (3-3-0) Directed Readings: 19th Central European History:** A directed reading course for those history students who are making their final preparations for the comprehensive examinations.

**HIST 628 (3-3-0) Directed Readings: 20th Central European History:** A directed reading course for those history students who are making their final preparations for the comprehensive examinations.

**HIST 650 (3-3-0) Directed Readings in Mexican History:** A directed reading course for those history students who are making their final preparations for the comprehensive examinations.

**HIST 651 (3-3-0) Directed Readings in Caribbean History:** A directed reading course for those history students who are making their final preparations for the comprehensive examinations.

**HIST 652 (3-3-0) Directed Readings in Latin American History:** A directed reading course for those history students who are making their final preparations for the comprehensive examinations.

**HIST 691 (3-3-0) Master's Thesis:** The writing of a thesis based on original scholarly research about a topic related to the major field and approved by the thesis advisor, and the completion of an oral defense of the thesis before an examining committee. (May be completed in increments of three credit hours per semester.)

**HIST 899 (0-0-0) Thesis Non-Credit:** This course is required for students that have completed their course work and the number of thesis hours for credit required in their graduate degree program. Students who will continue to use University resources in completing their thesis must enroll in this course.

**MATH 501 (3-3-0) Teaching Mathematics Using Computers:** A study of the use of computers in mathematics teaching and research, incorporating evaluations of instructional software and examining integrative techniques for applications of microcomputers in middle grades math, consumer math, general math, geometry, advanced mathematics, trigonometry, and calculus.

**MATH 502 (1-1-0) Topics in Mathematics for Teachers:** An intensive study of current topics in mathematics of interest to public school teachers including but not limited to such topics as algebra, geometry, trigonometry, functions, statistics, probability, and use of technology.

**MATH 504 (3-3-0) Current Trends in Mathematics Education:** The primary purpose of this course is to explore mathematics education from methodological and research perspectives. This will be accomplished by developing teaching, research, writing, presentation, and discussion skills.

**MATH 505 (3-3-0) Analysis for Teachers I:** An exploration of proofs of functions, limits, continuity, derivatives, and definite integrals.

**MATH 506 (3-3-0) Analysis for Teachers II:** A continuation of MATH 505, emphasizing proofs and covering such topics as the integral, applications of the integral, L'Hospital's Rule, infinite series, and multiple integrals.

**Prerequisite:** MATH 502

**MATH 507 (3-3-0) Linear Algebra I:** The first course in a two-semester sequence in linear algebra, including such topics as systems of linear equations, matrices, vector spaces, linear transformations, determinants, canonical forms of matrices, and inner product spaces.

**Prerequisite:** MATH 251 And MATH 361

**MATH 508 (3-3-0) Numerical Analysis:** A practical survey of numerical analysis, with topics included from iterative methods of nonlinear equations, the approximation theory, numerical solutions of ordinary and partial differential equations, and numerical linear algebra.

**Prerequisite:** MATH 251 And MATH 331 And MATH 507

**MATH 509 (3-3-0) Linear Programming and Applications:** An applications-oriented course developing some of the theories and computational techniques of linear programming - the simplex method, the concept of duality, and the Duality Theorem, matrix representation of the Simplex Algorithm, sensitivity analysis, integer programming - and applying them to transportation problems.

**Prerequisite:** MATH 372

**MATH 511 (3-3-0) Abstract Algebra I:** The first course of a two-semester sequence in abstract algebra, including such topics as groups, normal subgroups, quotient groups, homomorphisms, Cayley's Theorem, Cauchy's Theorem, permutation groups, Sylow's Theorem, direct products, finite abelian groups, rings, ring homomorphisms, ideals, quotient rings, Euclidean rings, and polynomial rings.

**Prerequisite:** MATH 362

**MATH 521 (3-3-0) Real Analysis I:** The first course of a three-semester sequence in real analysis, including such topics as real number systems, elements of point-set topology and metric spaces, sequences and series of real numbers, continuity, differentiation, integration, the Riemann-Stieltjes Integral, sequences, and series of functions, point wise and uniform convergence, functions of several variables, implicit function, and inverse function theorems.

**Prerequisite:** MATH 412 Or MATH 462

**MATH 531 (3-3-0) Topology I:** The first course in a three-semester sequence in topology, presenting an axiomatic development of topological spaces and including such topics as continuity, compactness, connectedness, separation axioms, metric spaces, and convergence.

**Prerequisite:** MATH 461

**MATH 533 (3-3-0) Advanced Studies in Teaching Mathematics:** An in-depth investigation of a variety of techniques and topics pertaining to curriculum, methodology, technology and research in teaching mathematics in grades 6-9, including an exploration of problem analysis, descriptive statistics and elementary probability. Statistical software such as Excel and SPSS will be used to reinforce concepts.

**MATH 541 (3-3-0) Complex Analysis I:** The first course of a three-semester sequence in complex variables, including such topics as complex numbers and their geometrical representation, point sets, sequences and mappings in the complex plane, single-valued analytic functions of a complex variable, elementary functions, and integration.

**Prerequisite:** MATH 492

**MATH 571 (3-3-0) Ordinary Differential Equation:** A course including such topics as existence and uniqueness theorems, linear systems, autonomous systems, periodicity, boundedness and stability of solutions, nonlinear equations, perturbation theory, Sturm-Liouville systems, etc.

**Prerequisite:** MATH 331 And MATH 521

**MATH 581 (3-3-0) Operational Mathematics:** A study of the theories of Laplace and Fourier transforms and their applications both to ordinary and partial differential equations (including integral equations) and to problems in engineering and the physical sciences.

**Prerequisite:** MATH 331

**MATH 607 (3-3-0) Vector Space Methods in System Optimization:** An introduction to algebraic and functional analysis concepts used in systems modeling and optimization: vector spaces, linear mappings, spectral decompositions, adjoints, orthogonal projections, duality, fixed points and differentials, with additional emphasis on least squares estimations, minimum norm problems in Banach spaces, linearization in Hilbert space, iterative solutions of systems of equations, and optimization problems.

**Prerequisite:** MATH 241 And MATH 521

**MATH 611 (3-3-0) Linear Algebra II:** The second course of a two-semester sequence, including such topics as vector spaces, linear independence and bases, dual spaces, inner product spaces, modules, extension fields, roots of polynomials, elements of Galois theory, solvability by radicals, Galois groups over the rationals, algebra of linear transformations, matrices, canonical forms; triangular form, Nilpotent transformation, Jordan form, rational canonical form, Hermitian, unitary, and Normal transformations real quadratic forms.

**Prerequisite:** MATH 507

**MATH 612 (3-3-0) Abstract Algebra II:** A presentation of advanced topics in abstract algebra, including categories and functions, direct sums and free abelian groups, finitely generated abelian groups, commutative rings, localization, principal rings, direct products and sums of modules, homology sequence, Euler characteristic, Jordan-Holder Theorem, free algebras, tensor products, Noetherian rings and modules, extensions of rings, extension of homomorphisms, transcendental extension of homomorphisms, Hilbert's Nullstellensatz, algebraic sets, representations of finite groups, and semi-simplicity of group algebra.

**Prerequisite:** MATH 511

**MATH 621 (3-3-0) Real Analysis II:** A study of such topics as the Lebesgue measure, the Lebesgue integral, differentiation and integration theory, the classical Banach spaces, metric spaces, elements of topological spaces, compact spaces, abstract measure and integration theory, the Daniell integral, mappings of measure spaces, and elements of functional analysis.

**Prerequisite:** MATH 521

**MATH 622 (3-3-0) Real Analysis III:** A continuation of MATH 621, including such topics as extension of a linear function, construction of measure, the space of  $L_p(X)$ , ( $1 \leq p < \infty$ ), integration on a product space, complex measures, the Haar integral, bounded functions, and almost periodic functions.

**Prerequisite:** MATH 621

**MATH 631 (3-3-0) Topology II:** A continuation of MATH 531, including the following additional topics: embedding and metrication, function and quotient spaces, and complete metric spaces.

**Prerequisite:** MATH 531

**MATH 632 (3-3-0) Topology III:** A study of advanced topics such as homotopy and the fundamental group, homology theory, exactness, the excision theorem, Mayer-Vietoris sequences, the Eilenberg-Steenrod axioms, cohomology and duality, and higher homotopy groups.

**Prerequisite:** MATH 631

**MATH 641 (3-3-0) Complex Analysis II:** The second course of a two-semester sequence in complex analysis, including metric spaces and the topology in  $\mathbb{C}$ , elementary properties and examples of analytic functions, complex integration, singularities, the maximum modulus theorem, compactness and convergence in the space of analytic functions.

**Prerequisite:** MATH 541

**MATH 642 (3-3-0) Complex Analysis III:** A continuation of MATH 641, including such advanced topics as Runge's Theorem, analytic continuity and Riemann surfaces, harmonic functions, entire functions, and the

range of an analytic function.

**Prerequisite:** MATH 641

**MATH 651 (3-3-0) Functional Analysis I:** The first course of a two-semester sequence, including such topics as normed spaces, Banach spaces, the dual space, continuous linear mappings (spaces), topological vector spaces, the open mapping and closed graph theorems, equicontinuous mappings, and theorems of Banach and Banach-Steinhaus, convex sets, separation of convex sets, and the Hahn-Banach Theorem.

**Prerequisite:** MATH 621

**MATH 652 (3-3-0) Functional Analysis II:** The second course of a two-semester sequence, including such topics as locally convex spaces, metrizable locally convex spaces, the determination of various dual spaces and their topologies, compact convex sets, weakly compact sets, semireflexivity, reflexivity, extreme points, Krien Milman Theorem, Eberlein-Smulian Theorem, and metric properties of normed spaces.

**Prerequisite:** MATH 651

**MATH 671 (3-3-0) Partial Differential Equations:** A study of topics such as Cauchy-Kowalewski theorem, existence and regularity of the solutions, Dirichlet problem for linear elliptic equations, Cauchy problems, hyperbolic equations, and fundamental solutions of linear equations with constant coefficients.

**Prerequisite:** MATH 331 And MATH 571

**MATH 681 (3-3-0) Tensor Analysis:** A study of such topics as tensor algebra, covariant and contravariant components, christoffel symbols, and applications of tensor analysis.

**MATH 699 (6-6-0) Thesis Research:** An extensive research experience in an approved topic of choice.

**MATH 710 (3-3-0) Topics in Abstract Algebra:** Discussions of special and advanced topics, forming an axiomatic and rigorous study of algebra within the scope of research interests of the instructor.

**Prerequisite:** MATH 612

**MATH 720 (3-3-0) Topics in Real Analysis:** Discussions of special and advanced topics, forming an axiomatic and rigorous study of real analysis within the scope of research interests of the instructor.

**Prerequisite:** MATH 632

**MATH 730 (3-3-0) Topics in Topology:** Discussions of special and advanced topics, forming an axiomatic and rigorous study of topology within the scope of research interests of the instructor.

**Prerequisite:** MATH 632

**MATH 740 (3-3-0) Topics in Complex Analysis:** Discussions of special and advanced topics, forming an axiomatic and rigorous study of complex analysis within the scope of research interests of the instructor.

**Prerequisite:** MATH 642

**MATH 899 (0-0-0) Thesis Non-Credit:** This course is required for students that have completed their course work and the number of thesis hours for credit required in their graduate degree program. Students who will continue to use University resources in completing their thesis must enroll in this course.

**MGMT 605 (3-3-0) The Art of Leadership and Communication:** This course is the first step in the development of the path that students will take as they move through the MBA program. The course focuses on three core activities. First, they will work on the development of goals they hope to achieve in their MBA education. Next, students will discuss and receive individualized guidance from a 360 Degree feedback assessment designed to help them improve and enhance critical career and professional skills. Finally,



students participate in experiential exercises that focus on the communication skills and behaviors required for successful leadership. Students' written and oral skills are enhanced through report preparation, presentation, and public speaking.

**MGMT 610 (3-3-0) Management Science:** This course is designed to provide students with a conceptual understanding of the role that management science plays in the decision-making process. Various quantitative methods will be discussed, including linear programming, decision analysis, project management, inventory models, forecasting, simulation and queuing models. There will be an emphasis on modeling, problem solving, and showing how quantitative approaches can be used to enhance the decision making process.

**Prerequisite:** BADM 530 Or equivalent

**MGMT 615 (3-3-0) Organizational Behavior:** This course explores importance of human behavior in reaching organizational goals. Course emphasis: managing individual and interpersonal relations; group and inter-group dynamics; leadership, communication and motivation skills in managing organizational performance and change.

**MGMT 645 (3-3-0) Electronic Commerce:** The purpose of this course is to provide the essentials of electronic commerce-how it is being conducted and managed as well as assessing its major opportunities, limitations, issues, and risks. Major topics include Internet consumer retailing, business-to-business e-commerce, m-commerce, e-commerce support services, and e-commerce strategy and implementation. Students will also learn how to launch a successful online business.

**MGMT 650 (3-3-0) Business Policy and Strategy:** This is a capstone course designed to develop a framework of analysis for long-term policy formulation in a global economy. Case materials and computer simulation are used to integrate strategic concepts and techniques learned in earlier core courses. Emphasis will be placed on social and ethical responsibilities of management.

**Prerequisite:** ACCT 610 And MGMT 615 And MKTG 640 And FINC 620

**MGMT 655 (3-3-0) Management of Technology:** This course represents a case based approach focusing on the integration of technology and strategy and social and ethical issues of technology management. Emphasis is placed on designing technology strategies and managing innovative systems for developing new products and businesses.

**Prerequisite:** Consent of the instructor

**MGMT 660 (3-3-0) International Business Management:** This course examines management concepts and the practices of multinational and foreign firms. The objectives, strategies, policies, and organizational structures of corporations engaged in various social, economic, political, and cultural environments are discussed also.

**MGMT 665 (3-3-0) Total Quality Management:** Success in modern business depends on success in quality management. This course will provide the framework and methods for potential business managers and entrepreneurs to approach quality as a strategic and competitive variable. Methods to be covered include statistical process control, tolerance and robust design. Course content draws heavily on the teachings of Drs. W. Edwards Deming, Genichi, and Taguchi.

**MGMT 670 (3-3-0) Supply Chain Management:** Interest in supply chain management, both in industry and in academia, has grown rapidly over the past several years. This course represents, in an easily accessible manner, recently developed state-of-the-art models and solution methods important in the design, control and operation of supply chains.

**MGMT 675 (3-3-0) New Ventures and Entrepreneurship:** This course focuses on the generation and analysis of ideas and the managerial decisions necessary to operate a new venture. It emphasizes creativity and the source of ideas, an idea's operational feasibility, analysis of the environment, industry, and financial resources needed by the entrepreneur for improving the chances of success, as well as operational issues such as marketing, risk protection, and human resource management. Self-assessment and other managerial decision making tools aid in determining the entrepreneurial interest of course participants.

**MGMT 685 (3-3-0) Leadership in Organizations:** This course provides analysis and development of leadership theory and thought and identifies and evaluates leaders in formal and informal organizations. Case materials and business games are used to develop and enhance leadership quality.

**Prerequisite:** Consent of the instructor

**MGMT 695 (3-3-0) Seminar in Management:** Current issues and practices in the management of organizations. Individual or group research leading to class discussions and debates.

**MIS 620 (3-3-0) Management Information Systems:** Information systems have become essential for creating competitive firms, managing global corporations, and providing useful products and services to customers. This course provides the concepts of management information systems that students will find vital to their professional success. It is a computer-based approach to planning, design, implementation and evaluation of information systems in complex organizations. International issues related to the transnational firms, and social, ethical and cultural issues related to information systems are covered also.

**MKTG 570 (3-3-0) Fundamentals of Marketing:** This course is designed to introduce students to the fundamental concepts of marketing and focuses upon the factors that influence managerial strategies and decisions for marketing their product or services, which include consumer and organization buyer behavior, marketing research, product decision, services marketing, promotion, pricing and distribution. Additionally, the course examines marketing in the international, electronic, and non-profit sectors and seeks to sensitize students to the legal and ethical consequences of marketing decisions.

**Prerequisite:** ECON 540 Or equivalent

**MKTG 640 (3-3-0) Marketing Management:** A study of the organization and coordination of the total marketing program: sales, advertising, product development, pricing decision making, marketing research, materials management, market segmentation and product differentiation, planning and policy determination.

**Prerequisite:** MKTG 570 Or equivalent

**MKTG 650 (3-3-0) International Marketing:** This course explores methods applied to estimate market potential and to serve markets outside the United States; methods to serve these markets through branches, warehousing operations, international brokers and traders and foreign affiliates, adaptations to markets in countries with different cultural, political and economic characteristics, and reviews of the marketing and distribution methods of a selected number of U.S. and foreign companies.

**MKTG 660 (3-3-0) Marketing Analysis and Research:** This course represents an intensive study of market structure and demand for consumer and industrial goods, buyer and consumer behavior, and analysis of distribution systems with analytical techniques.

**MKTG 675 (3-3-0) Services Marketing:** This course focuses on the distinctive aspects of marketing a service. The issues and concepts of services marketing are explored through the utilization of cases.

**MKTG 680 (3-3-0) Marketing Channels:** This course focuses on the process of logistics planning and implementation through case analyses and tests. Domestic and international issues such as transportation modes, warehousing, materials procurement and flow, and customer service will be the primary emphasis of

the course.

**Prerequisite:** Consent of the instructor

**MKTG 695 (3-3-0) Seminar in Marketing:** This course examines current topics and problems in marketing. Intensive individual or group research is applied to the marketing issues facing management.

**POLI 510 (3-3-0) American Constitutional Law:** This course will provide students with the ability to examine and analyze the role of the United States Supreme Court in the development of the American constitutional system. Particular attention will be paid to the development of the relative legal status of the branches of the federal government to deal with major domestic and foreign issues as well as the legal relationship between the national government and the states, and the development of legal guidelines and principles as precedents for future courts.

**POLI 530 (3-3-0) Black Politics in the US:** This course is an examination of the ideology, interest group organizations and electoral arrangements affecting black involvement in the political system. Both traditional and nontraditional strategies are treated, and assessments are made of the positive and negative aspects resulting from each. The present status of blacks and their continued quest for political empowerment will be analyzed.

**POLI 531 (3-3-0) Public Policy and Administration:** This course is a study of public policy processes. It examines what policies governments pursue and also why governments pursue such policies and the consequences of such policies. Several models including rational planning, group competition, political processes, institutional influences, etc., are used to describe and explain public policy. Case studies are also used to illustrate the realities of policy-making and policy implementation.

**POLI 535 (3-3-0) Public Personnel Administration:** This course examines modern theory and practice of personnel administration. The application of these theories and practices in the areas of recruitment, placement, career development, and in other phases of human resources management is covered. Recent issues arising from notions of comparable worth; implementation of affirmative action initiatives and from collective bargaining in the public sector represents topics for close analysis.

**POLI 610 (3-3-0) Problems In Political Behavior:** This course will provide the students with the ability to survey and analyze some of the major problems that citizens and political leaders encounter as they engage in the political process. Emphasis is placed on the process and role of political socialization, group dynamics, the activities and role of parties, the significance of movements, the frequency and importance of elections, the creation of public opinion and polling and the prevalence of the media.

**POLI 612 (3-3-0) Seminar in American National Government:** This course will provide students with the ability to examine critically major and recurring problems in American national government. Special attention will be placed on government plans and reactions in dealing with domestic and international problems, such as wars, other international crises and plans, depression and other economic aberrations, labor disputes, unemployment, budgetary crises, and official abuse of power.

**POLI 613 (3-3-0) The Judicial Process:** This course will provide students with the ability to examine and analyze the procedures and politics involved in the judicial process. Emphasis will be placed on all levels of the federal judiciary with special emphasis on the judicial process involving the Supreme Court. The process involving judicial selection, group litigation, internal procedure, precedent development, enforcement, and impact will be utilized as the means for examining the judicial process.

**POLI 620 (3-3-0) Government and Politics of Europe:** This course will examine the political and governmental structures, decision-making processes, cultural backgrounds, and ideological differences of some European nations. Special emphasis will be placed on comparisons of different political regions.

**POLI 621 (3-3-0) Government and Politics of the Far East:** This course is designed to examine political and governmental structure, decision-making process, cultural background, and ideological difference of some nations in the Far East selected for study. Special attention will be paid to the roles played by the ruling elite of these nations in promoting economic development and prosperity. Concepts such as socialist guided market economy in China and North Korea and capitalist guided market economy in Taiwan and South Korea will also be examined in contrast to the free market economy in Japan.

**POLI 622 (3-3-0) Government and Politics of Developing Nations:** This course will examine the political and governmental structures, decision-making processes, cultural backgrounds and ideological differences of some developing nations selected for study. The course will also take into account such considerations as political, social and cultural underdevelopment, various types of economic dependency, and crisis of political and economic decay, with emphasis on problems and difficulties in developing democratic institutions in these developing nations.

**POLI 623 (3-3-0) International Politics:** This course is designed for students to explore some fundamental and persistent forces which mold the foreign policies of a nation state and institutions and manners of a nation state in which such foreign policies are carried out in terms of its relations with other nation states in the international community. The course will also assist students to examine various approaches to the study of international relations and the utilities of each approach.

**POLI 630 (3-3-0) Administrative Law:** This course is specifically designed to introduce students to important issues in Administrative Law. Through the use of the case method, the course is aimed at making the administrator more aware of the kinds of legal problems he or she is likely to confront. The emphasis will be on legislative, adjudicatory and general policy-making process of administrative agencies. The nature of bureaucracy and procedural requirements for administrative policy-making and administrative regulation and deregulation are also examined.

**POLI 631 (3-3-0) Financial Administration:** This course is designed to introduce the student to financial management. Government exists to provide valuable goods and service that individuals or businesses are not willing to provide. As the government operates with limited resources, whether or not the commitment of governmental resources really improves the conditions of the community is subject to speculation and evaluation. Nevertheless, financial management impacts on all segments of community including acquisition and allocation of resources. Focus will be on governmental financial resources and management, budgetary theories and intergovernmental financial relations, and debt financing.

**POLI 632 (3-3-0) Comparative Administration:** This course focuses on exposing students to various types of governments, their structures, processes and policies, using a comparative analysis approach. Such studies provide intellectual excitement in the study of foreign systems and in the discovery of different political factors in the management and administration of governmental functions and operations.

**POLI 633 (3-3-0) Problems in State and Inter-government Relations:** This course examines some of the problems involved in the development, change and status of the powers, organization, functions, and interrelationships of federal, state, and local governments. The concept of "new federalism" and the impact of these new ideas on governmental relationship will be explored.

**POLI 634 (3-3-0) Politics of the Budgetary Process:** This course is a study of the political, economic and social influence on the budgetary process. The role of politics and of various actors and institutions involved

in the process, historical changes in the concept of budgeting will be analyzed. Focus will also be on how and why individuals or groups respond in budgeting and financial settings as well as the impact of the budget on the economy and how budgetary decisions, in general, become an instrument for setting governmental priorities.

**POLI 641 (3-3-0) Research Methods in Political Science:** This course covers basic procedures for conducting research in political science. Special emphasis is placed upon research design, research strategies, approaches, and techniques. The selection and utilization of appropriate techniques for collecting, reporting, and analyzing data will be covered.

**POLI 643 (3-3-0) Currents of American Political Thought:** This course is an examination and evaluation of major currents of American political thought, their different viewpoints on the significant issues and problems at different times, their various interpretations of the Constitution, revolution, civil and natural rights. Emphasis will be on the contemporary liberal, conservative, radical debate on selected issues. While the respective historical, sociological and philosophical background and justification of the different schools of thought will be examined, the practical impact of these schools of thought upon politics and public policies in general at different times will also be analyzed.

**POLI 644 (3-3-0) Contemporary Political Ideologies:** This course is intended to examine the theory and practice of capitalism, socialism, democracy, anarchism, elitism, fascism, and communism. The welfare state will be examined also. Focus will be on comparison and contrast of significant philosophical and theoretical differences among different political ideologies as well as upon various schools of theory within any given ideology. The practical influence and impact of various ideologies as well as their historical and philosophical justifications will also be analyzed.

**POLI 646 (3-3-0) Advanced Reading Seminar:** Under the supervision of a designated professor, this course will provide students with the ability to select readings and conduct research in areas of special interest. Reading materials appropriate to each student's interest will be selected by the students. Selected bibliography outlining criteria for analysis of political literature and political research materials will also be required for examination and analysis.

**POLI 647 (3-3-0) Thesis I:** An original investigation in a subject approved by the student's Advisor and Thesis Committee. Detailed information on the preparation, form, organization and the defense of the thesis is presented in the Guide for the Preparation and Submission of Theses.

**POLI 648 (3-3-0) Thesis II:** Continued preparation of thesis under the direction of the advisor and Thesis Committee.

**POLI 899 (0-0-0) Thesis Non-Credit:** This course is required for students that have completed their course work and the number of thesis hours for credit required in their graduate degree program. Students who will continue to use University resources in completing their thesis must enroll in this course.

**PSYC 500 (3-3-0) Statistics:** An advanced statistics course including such topics as probability, the binomial and Poisson distributions, linear regression and multiple regression correlation techniques, analysis of variance, and non-parametric test of significance. Prerequisite: Undergraduate Statistics and Experimental Psychology or Research Methods.

**PSYC 501 (4-3-1) Research Design and Quantitative Methods:** A study of experimental and correlational methods of psychological research, including single subject designs emphasizing the application of parametric and nonparametric statistical methods to psychological research.

**PSYC 505 (3-3-0) Research Methods:** A course covering the rationale, design, and methods of conduction psychological and counseling research.

**Prerequisite:** PSYC 500

**PSYC 509 (3-3-0) Advanced Designs and Analysis:** A study of advanced statistical inference, including the analysis of variance, multiple comparison techniques and multivariate models including multiple and partial regression, combined with advanced principles of research designs that fit these statistical models.

**Prerequisite:** PSYC 505

**PSYC 510 (3-3-0) Research Design and Methods:** A course covering the rationale, design and methods of conducting psychological research.

**PSYC 511 (3-3-0) Applied Research Design and Program Evaluation:** This course examines models of applied and evaluative research, the techniques, designs, and administration of program evaluation. Topics covered include entry issues, goal setting research for planning and implementation.

**Prerequisite:** PSYC 501

**PSYC 515 (3-3-0) Psychology of Diversity:** A study of the issues and influences of gender, sexual orientation and the major racial/ethnic and cultural groups in the United States on the theoretical and research paradigms in psychology and on clinical and counseling practices. The course expands students' frame of reference concerning human diversity and applies this knowledge of counseling and research issues in psychology.

**PSYC 516 (3-3-0) Developmental Psychology:** A study of the theories, principles, and concepts of cognitive, social, emotional and physical development of children and adolescents, with special emphasis on how they function in the family, school, and groups.

**PSYC 520 (3-3-0) Behavior Therapies:** A study of the principles of behavior therapies and their applications to behavior problems in various settings with an emphasis on behavior modification and cognitive behavior therapy.

**PSYC 525 (3-3-0) Ethical and Professional Issues:** A survey of the roles and responsibilities of mental health professionals; includes legal and ethical standards (ACA and APA) in professional practice, testing, and research. This course also reviews the professional identity and roles of counselors and psychologists. Prerequisite: Permission of instructor.

**PSYC 530 (3-3-0) Theories of Personality:** An in-depth study of the major theories of personality, including comparative analyses of the research support for the various theories.

**PSYC 540 (3-3-0) Seminar in Health Psychology:** This seminar will examine the links between medicine and psychology, including relevance of biological, personal, cognitive, developmental, social, environmental, and cultural variables to health and illness. Health, illness, health and illness behavior will be studied with the aim of greater understanding of health issues, the individual's relationship to these issues within individual, cultural, and cross-cultural contexts.

**PSYC 550 (3-3-0) Psychopathology:** A study of the etiology, symptomology, diagnosis and treatment of psychological disorders, encompassing a multicultural perspective, with an introduction to and laboratory on the use of the Diagnostic Statistical Manual of Mental Disorders.

**Prerequisite:** PSYC 530 with a minimum grade of B Or PSYC 611 with a minimum grade of B

**PSYC 555 (3-3-0) Cognitive Aspects of Behavior:** A study of the theories, principles, and current research in the cognitive sciences in relation to basic psychological research and applications to counseling. Special emphasis is placed on information processing, memory and the interface between cognition and affect. Prerequisite: Permission of Instructor.

**PSYC 570 (3-3-0) Clinical Neuropsychology:** This course will introduce students to the relationship between brain malfunction and behavior. The emphasis of the course will be the assessment and early diagnosis of lesions that disrupt brain functioning. Topics to be examined will include neuropsychological assessment of language disorders such as aphasia and anomia, disorders of visuo-spatial perception, brain injury, memory disorders, and dementia (e.g. Alzheimer's disease) . Other topics to be discussed include the teaching of intervention strategies for neurological disorders.

**PSYC 575 (3-3-0) Biological Aspects of Behavior:** A study of brain functions in relation to intelligence, speech, memory, emotions, and visual-spatial abilities, with attention to individual differences in both normal and brain-damaged persons.

**PSYC 600 (3-3-0) Physiological Psychology:** A study of brain functions in relation to intelligence, speech, memory, emotions, and visual-spatial abilities, with attention to individual differences in both normal and brain-damaged persons.

**PSYC 601 (3-3-0) Biofeedback Techniques:** A study of biofeedback training related to psychology, focusing on theories, significant research, and applications of biofeedback techniques.

**PSYC 603 (3-3-0) Psychopharmacology:** A study of the use and abuse of psychoactive drugs and their behavioral and neurophysiological effects in normal and clinical populations.

**PSYC 611 (3-3-0) Theories of Counseling:** An exploration of the philosophy and theories of counseling, the roles and responsibilities of counselors, practical ethics, and current issues in counseling.

**PSYC 612 (3-3-0) Techniques and Process in Counseling:** A study of the process and development of the essential skills and techniques used in counseling psychology. This course includes a laboratory experience. Prerequisite: PSYC 611

**PSYC 613 (3-3-0) Counseling in Community Settings:** This course introduces students to the field of community counseling by studying the history and principles behind contemporary community counseling practice, the development of professional identity, and the acquisition of relevant skills and competencies. Topics covered include the role of community counselors, settings in which they practice, organization of community counseling programs, legal and professional issues.

**PSYC 614 (3-3-0) Addiction and Substance Abuse Counseling:** This course is a study of theory and evidence-based counseling practices related to the etiology, neuropsychology, symptoms (as identified in the Diagnostic and Statistical Manual of Mental Disorders), psychosocial correlates, and treatment of substance-related disorders. This course will incorporate an integrative perspective (e.g., person-centered, systems, cognitive behavioral, and multicultural). It will address issues related to dual diagnosis, explore relevant ethical and legal standards, and provide information on professional certification or licensure. Prerequisite: PSYC 550 And PSYC 612

**PSYC 619 (3-3-0) Cognitive and Intellect Assessment:** Administration, scoring and interpretation of intelligence, memory and achievement tests with adults and children. Psychometric properties and report writing are covered.

**PSYC 620 (3-3-0) Psychological Assessment and Testing:** A study of the evaluation, selection, use, and interpretation of psychological tests in development, clinical and counseling settings.

**Prerequisite:** PSYC 612

**PSYC 622 (3-3-0) Psychopathology:** A study of the etiology, symptomology, diagnosis and treatment of psychological disorders, encompassing a multicultural perspective, with an introduction to and laboratory on the use of the Diagnostic Statistical Manual of Mental Disorders.

**Prerequisite:** PSYC 511 Or PSYC 611

**PSYC 623 (3-3-0) Personality and Psychopathology Assessment:** Principles of trait measurement including the administration, scoring, and interpretation of objective tests (including the MMPI). Also covered are behavioral assessment techniques including direct observation approaches.

**Prerequisite:** PSYC 622

**PSYC 630 (3-3-0) Techniques in Crisis Intervention:** A study of the theory, skills, and techniques of emergency psychological intervention and counseling with persons experiencing intense situational and emotional distress.

**PSYC 631 (3-3-0) Career Counseling:** A survey of theories of vocational development, methods of developing a career information program, and procedures for providing interrelated personal, social, educational and vocational counseling.

**Prerequisite:** PSYC 612

**PSYC 632 (3-3-0) Theory and Practices of Family Counseling:** A study of the major theories and classifications of marriage and family counseling approaches and practices.

**PSYC 633 (3-3-0) Techniques and Processes in Family Counseling:** A study of the processes and development of essential skills and techniques applicable to family counseling. This course includes a laboratory experience.

**Prerequisite:** PSYC 632

**PSYC 634 (3-3-0) Group Counseling:** A study of the group counseling processes with emphasis on understanding the basic concepts and principles, and the development of group counseling skills through laboratory experience.

**Prerequisite:** PSYC 612

**PSYC 638 (3-3-0) Perceptual and Cognitive Development:** A study of the theories, principles, and research in cognitive and perceptual development. Special emphasis is placed on the interaction of perception and cognition and how they influence behavior, thinking, and decision-making processes in children and adults.

**PSYC 640 (3-3-0) Social Aspects of Behavior:** A focus on current research and theory in selected topics related to social psychology, such as attitudes, dehumanization, conformity, aggression, and effective group functioning and change.

**PSYC 641 (3-3-0) Advanced Developmental Psychology:** An in-depth examination of the principles, theories and research related to human growth and development. Survey and evaluation of the basic philosophies, recognized theories, and supportive research related to the growth and development of children.

**Prerequisite:** PSYC 516



**PSYC 642 (3-3-0) Psychology of Aging:** An in-depth study of the theories and research related to the processes in adult development and aging.

**PSYC 652 (3-3-0) Principles and Techniques of Teaching Psychology:** This course is designed to prepare psychology majors for the teaching of psychology at the junior and community college level and as teaching assistants. The course involves syllabus preparation, selection of instructional material, testing, evaluation, and demonstration lectures.

**PSYC 660 (3-3-0) Genetic Aspects of Behavior:** Fundamental mechanisms of genes and gene expression related to psychological processes. Genetic, environmental, and epigenetic induction of normal and pathological behavioral, cognitive, and emotional structure and function, including behavioral plasticity. Human disorders and disease and application to genetic counseling emphasized.

**Prerequisite:** PSYC 500 And PSYC 575

**PSYC 671 (3-3-0) Seminar in Selected Topics in Psychology:** Special areas of psychological research and theory that are not traditionally offered in other graduate courses in psychology will be offered in a seminar forum. These offerings will be based on both student interest and need, and faculty experience, and proficiencies. Completion of 18 credit hours in graduate psychology program and permission of Instructor.

**PSYC 672 (3-3-0) Seminar in Current Issues in Psychology:** Intensive study of current topics in various areas of psychology. This course focuses on recent advances in major psychological theories, major methodological problems involved in utilizing various theories for experimental and applied research, ethical issues, and public policies. Completion of 18 credit hours in graduate psychology program and permission of Instructor.

**PSYC 680 (3-3-0) Clinical Practicum I:** A structured supervised experience in counseling practice, assessment and/or psychotherapy with clients at campus and/or local agencies. May be repeated.

**Prerequisite:** PSYC 611 And PSYC 612

**PSYC 681 (3-3-0) Clinical Practicum II:** A structured supervised experience in counseling practice, assessment and/or psychotherapy with clients at campus and/or local agencies. May be repeated.

**Prerequisite:** PSYC 680

**PSYC 682 (3-3-0) Group Supervision in Counseling Practicum:** Supervised counseling experiences in community services/settings. To be taken in conjunction with PSYC 680 (Counseling Practicum). Weekly seminars for consultation and discussion with a supervisor on topics such as case management and evaluation, referral procedures, ethical practices, and inter-professional ethical considerations.

**PSYC 683 (3-3-0) Group Supervision in Counseling Internship:** Advanced supervised counseling experiences in community services/agencies. To be taken in conjunct with PSYC 681 (Counseling Internship). Weekly seminars for consultation and discussion with a supervisor on such topics as professional ethics, cross-cultural counseling, enhancing treatment compliance, professional and client interaction, and confidential communication.

**PSYC 685 (3-3-0) Independent Study:** Individual study in an area of interest to student under the supervision of a psychology faculty.

**PSYC 691 (3-3-0) Directed Study:** Supervised research on a topic of choice approved by a committee of three faculty members, with an oral examination required.

**Prerequisite:** PSYC 500 And PSYC 510

**PSYC 692 (3-3-0) Tests and Measurements:** An intensive review of the theories and models underlying psychological tests and measurement procedures. The course will focus on the study of the psychometric properties of test instruments and the evaluative criteria used to assess the reliability and validity of psychological measures.

**Prerequisite:** PSYC 390

**PSYC 693 (3-3-0) Thesis Research:** An extensive research experience in an approved topic of choice.

**Prerequisite:** PSYC 500 And PSYC 505

**PSYC 899 (0-0-0) Thesis Non-Credit:** This course is required for students who have completed their course work and the number of thesis hours for credit required in their graduate degree program. Students who will continue to use University resources in completing their thesis must enroll in this course.

**READ 512 (3-3-0) Improvement of Reading Instruction:** An introduction to fundamentals of reading instruction and remediation, including the skills essential to the early detection and treatment of reading problems.

**READ 513 (3-3-0) Read Remediation and Practicum:** A practical course in the design of reading programs appropriate to individual and group needs, with a practicum experience in the facilitation of individual and group reading activities. (Closed to students with equivalent undergraduate course work.)

**READ 516 (3-3-3) Applied Phonics:** An introduction to the essentials of phonics, with emphasis on applications to word identification and pronunciation in teaching children to read.

**READ 550 (3-3-0) Reading in Junior and Senior High School:** A lecture and laboratory course in the principles and practices of teaching reading at the junior and senior high school levels, with emphasis on means of assessing students' reading skills and on methods and materials for enhancing their reading abilities in the content areas.

**READ 551 (3-0-3) Teaching Reading in the Content Area:** A practical course in the principles and methods of reading instruction in content areas of the K-12 curricula.

**READ 552 (3-0-3) Teaching Literacy Across Content Areas:** This course provides an in depth study of reading comprehension strategies and study skills needed in order to read in the content areas. Different types of text, structures and features of expository (informational) texts, and a variety of reading strategies will be explored.

**READ 601 (3-3-0) Special Topics in Reading:** A practicum course that develops skills in observing, recording, and analyzing children's reading and writing behaviors and implementing effective methods for teaching literacy to young children at risk or reading failure. Generates understanding of theories of reading and writing processes and of reading acquisition from an emergent perspective.

**READ 605 (3-0-3) Investigations in the Teaching of Reading:** Investigations of research studies on the reading process, including analyses and critical evaluations of the research, with particular emphasis on psychological principles and educational implications.

**Prerequisite:** EDUC 690

**READ 610 (3-0-3) Foundations of Literacy:** This course provides basic information about the reading process what it is how the child learns to read instructional strategies, and materials available for facilitating literacy teaching.

**READ 611 (3-3-0) Foundations of Reading:** A study of the fundamentals of the reading process, including instructional strategies, methods and materials for teaching reading, techniques for diagnosing reading problems, and methods of remediation.

**READ 618 (3-3-0) Reading: The Learning Bases:** An exploration of educational and psychological studies on the reading-learning process, with particular emphasis on applications to the teaching of reading and to remediation of reading-related problems.

**READ 620 (3-0-0) Assessment and Evaluation of Reading Problems:** This course provides a laboratory experience in studying, assessing, and evaluating, literacy problems and in developing plans for correcting reading problems.

**Prerequisite:** READ 610

**READ 621 (3-3-0) Clinical Procedures in the Identification and Evaluation of Reading Disabilities:** A study of the principles and practices of remedial instruction in reading, with practical experience in application of clinical procedures.

**Prerequisite:** EDUC 680 And PSYC 692 And READ 611 Or READ 605

**READ 622 (3-3-0) Remediation of Reading Disabilities:** A study of the principles and practices of remedial instruction in reading, with practical experience in application of clinical procedures.

**Prerequisite:** READ 621

**READ 623 (3-3-0) Correction of Reading Problems:** Provides a laboratory experience in analyzing, implementing, and utilizing specialized reading strategies designed to meet the literacy needs of problem readers.

**Prerequisite:** READ 620

**READ 644 (3-3-0) Organization and Management of Reading Programs:** An examination of the organizational planning and educational leadership basic to designing and implementing a district-wide developmental reading program for grades K-12.

**READ 698 (3-3-0) Advanced Applied Product of Learning:** This course has been designed to serve as a capstone or culminating experience for the Advanced Master's Degree Program in Education in all the specialization areas. This course will assist students in preparing the culminating activity and will encapsulate the total experiences in the program. It will provide a field-based context for the completion, presentation, and evaluation of the exit options: advanced professional portfolio, action research project, and thesis. (Other requirements related to the area of specialization, such as field experience component, may be required by the area of specialization.)

**READ 699 (3-0-3) Seminar - Thesis:** In-depth studies of issues in various fields of education, with conferences and discussions under the guidance of a major professor.

**SOCI 500 (3-3-0) Sociological Concepts:** An advanced course in general sociology designed to give basic principles and interpretation of society, groups, institutions, and the basic social processes. The course is intended to provide a comprehensive overview of the scope, theory, and methods of the discipline of sociology. It is intended primarily for those with limited experience in sociology.

**SOCI 501 (3-3-0) Death and Dying:** A survey of the diverse issues that are topics in discourse on death and dying, the goal of this course is to provide the necessary skills and knowledge to prepare for personal and work experiences relevant to death and dying. Content includes examining psycho-social practices and organizational policies, and both personal and social problems related to death and dying. Topics also provide

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exposure to past, present, and future trends in mortality and the quality of life debates. Emphasis is on mortality in later life.

**SOCI 502 (3-3-0) Special Topics in Sociology:** Independent study or research of special interest by advanced students under the supervision of a member of the sociology faculty. Work may represent either an intensive investigation of a particular problem in sociological theory or research or a survey of a field of sociology not otherwise addressed in the curriculum.

**SOCI 503 (3-3-0) Social Statistics:** An introduction to descriptive and inferential social statistics, including parametric and non-parametric measures of association, tests of difference, probability and regression.

**SOCI 505 (3-3-0) Applied Multivariate Statistic:** An introduction to parametric, nonparametric and multivariate statistical techniques for the analysis of social research data and applications of such statistical techniques and sociological problems.

**Prerequisite:** SOCI 503

**SOCI 520 (3-3-0) Demographic Tech and Analysis:** A study of demographic principles, theories, techniques and methods as they relate to the population processes of mortality, fertility, and migration. The course also examines various demographic models like the Life table and techniques for population projections and estimates.

**SOCI 531 (3-3-0) Aging and Social Policy:** An advanced survey of social and public policy issues affecting the elderly. Subjects considered are age discrimination, public benefit programs for the elderly, voluntary and involuntary institutionalization, and a variety of political and informal issues confronting elderly individuals and society. The course provides intensive investigations of ongoing and emerging issues resulting from the growth in the number of elderly people. Issues will be examined for various social, professional and personal implications.

**SOCI 550 (3-3-0) Modernization and Social Change:** Examines the structural, institutional, and behavioral factors and processes affecting modernization in societies. Regional and comparative perspectives will be emphasized. Classical and contemporary theories and social changes will be examined.

**SOCI 555 (3-3-0) The Sociology of Juvenile Delinquency:** An exploration of the historical and contemporary theories of the causes of delinquency, and the social responses to delinquency. Topics include: The social and legal meaning of juvenile crime; the social and cultural factors promoting and inhibiting law breaking by juveniles; and strategies for prevention and control.

**SOCI 560 (3-3-0) Advanced Sociological Theory:** The purpose of this course is to expose students to the major theorists and theoretical orientations of the "Mid Twentieth Century" period. A major theme in the course will be the role played by ideology in the development of theory; and the assumptions underlying the various theoretical positions to be studied. Primary reading sources will be critically evaluated. The directions in which theory is moving today will be examined.

**SOCI 561 (3-3-0) Feminist Sociology:** This course examines the variety of feminist theories in sociology. It compares and contrasts feminist theories with traditional theories. It distinguishes between theories and theoretical perspectives in the attempt to determine the status of feminist scholarship in sociology. It is designed to expand and enhance students' understanding of theory and the social forces, which impact upon theory construction and research.

**Prerequisite:** SOCI 560

**SOCI 563 (3-3-0) Race, Class, and Gender:** This course will explore the various social explanations of the origin, nature and persistence of racial, ethnic, and social class and gender inequalities. The course will focus on an examination of how these factors intersect to create a system of unequal rewards and life chances in the contemporary United States.

**SOCI 570 (3-3-0) Comparative Family Systems:** A systematic study of family patterns in selected cultures from around the world including ethnic and minority families in the United States. The course emphasizes the theory and method of studying families cross culturally. Family systems will be analyzed by looking at features such as structure, gender roles, kinship patterns, and marital and family interaction.

**SOCI 580 (3-3-0) Sociological Social Psychology:** This course is designed as a graduate level overview of the study of sociological social psychology. This course provides an analysis of the major scientific propositions, concepts, research methods, and theories developed to explain the behavior of individuals in relation to other individuals, groups, and cultures. The course will explore the relationship between social structure and individual phenomena such as liking and attractions, helping behavior, self-definition, and social interaction, etc.

**SOCI 590 (3-3-0) Advanced Social Science Research:** A study of social science research methodology. The course covers survey research, sampling, techniques, questionnaire construction, data analysis, computer applications, and proposal writing.

**Prerequisite:** SOCI 335 And SOCI 503

**SOCI 591 (3-3-0) Family Analysis and Research:** This course provides analysis in both quantitative and qualitative research methods, research journal analysis, critique and evaluation, research design, and writing research reports related to family issues and special topics. This course explores the entire research process from conceptualization to writing and provides students with the tools to critically examine theoretical paradigms and methodological techniques in the field.

**Prerequisite:** SOCI 505 And SOCI 570 And SOCI 590

**SOCI 595 (3-3-0) Formal Organization:** This course is designed to provide analytical understanding of organizational theory. The course presents various perspectives and empirical works on organizations. Emphasis will be placed on theories and perspectives on formal organizations and structural variables of organizations (i.e., size, goals, effectiveness, power, institutionalization, etc.)

**Prerequisite:** SOCI 560 And SOCI 590

**SOCI 602 (3-3-0) Independent Study:** Individual study under the supervision of a member of the sociology faculty.

**SOCI 605 (3-3-0) Seminar on Population Processes:** A sociological study of the population processes of mortality, fertility and migration. The course takes an in-depth look at the factors influencing population processes and social, economic and political consequences of changes in these processes. The major theories and empirical literature on mortality, fertility, and migration will be reviewed.

**SOCI 608 (3-3-0) Seminar in the Sociology of Health:** A sociological analysis of health and the health care delivery system. The course is structured to help enhance understanding of the social and psychological dimensions of health and health care and the growing dominance of the medical profession. Contemporary issues and social policy implications will be examined as well.

**SOCI 610 (3-3-0) Sociology of Education:** Examines the American public school as a social organization. It focuses on the interrelations among social stratification, community power structure, school personnel, and

the school. The course also analyzes the classroom as a social system and examines the emergence and nature of student culture.

**SOCI 614 (3-3-0) Sociology of Aging:** An analysis of the major theories, conceptual frameworks, social issues, and empirical research on aging the aged. The course is intended to show how the theory and methodology of sociology can be utilized to explain and predict social phenomena related to the aging process and the aged. Emphasis will be placed on the link between theory and research on aging to policy concerns of the aged.

**SOCI 618 (3-3-0) Social Inequalities:** This course will explore the various explanations of the origin, nature, and persistence of racial, ethnic, social class, and gender inequalities. Various theoretical perspectives (e.g., functionalist, conflict, Marxist, sociobiological) will be discussed. The concepts of class, power, social status, and social honor and their interconnectedness will be examined. Social mobility will also be studied. Discussions will focus on capitalist societies and with the more recent changes in these societies.

**SOCI 620 (3-3-0) Seminar in Race and Ethnic Relations:** This course will examine the theoretical perspectives on majority-minority relations. The status and problems of various racial and ethnic minority groups will be studied. Patterns of majority-minority interaction will be covered. Particular attention will be paid to the socio-historical experiences of various minority groups.

**SOCI 624 (3-3-0) Seminar on the Family:** An advanced study of the family institution. Emphasis is on theoretical and conceptual frameworks as well as the major literature in the area. The course will provide students with a comprehensive survey of the substantive areas and methods used in the study of the family. Emphasis will be placed on the integration of theory, research, and policy concerns.

**SOCI 638 (3-3-0) Seminar on Criminology and Deviance:** A survey of the theoretical, methodological, and substantive issues in the study of crime and deviance. This seminar is designed to provide graduate students with a comprehensive survey of the substance and method of deviance and criminology; theoretical explanations of deviant and criminal behavior; major issues in the control and prevention of deviant and criminal behavior; and public policy issues and the criminal justice system. A general objective of the course is to locate the study of deviance and crime within the general sociological approach to social behavior.

**SOCI 640 (3-3-0) Seminar on the Black Family:** An examination of the black family as one of the basic social units in the structure of the black community. The diversity in black families as well as the socio-historical development of family patterns, attitudes, and customs will be examined. Special emphasis will be placed on theoretical and methodological issues in the study of the black family. The course will also include an examination of the impact of public policies on black family functioning.

**SOCI 650 (3-3-0) Sociology of the Administration of Justice:** An advanced course designed to acquaint the graduate student with both the theoretical and the practical aspects of the administration of justice. The course is a comprehensive survey of the following topics: the formal and informal tasks of justice administrators; analyses of the major theories of administration and the complex interactions among the functional parts of the criminal justice system (police, courts, corrections). A general objective of the course is to critically examine the sociological forces driving contemporary administration of justice policies, and practices and to assess their sociological consequences.

**SOCI 660 (3-3-0) Sociology of Occupations and Professions:** Analysis of various aspects of occupations and professions in American society, such as division of labor, status and ranking of occupations, occupational choice and career patterns, occupational socialization, and professional organizations.

**SOCI 670 (3-3-0) Sociology of Law and Social Control:** This course explores the use of law as an instrument of social control. It examines how an orderly society is made possible through the enactment and enforcement of laws. The various levels of government and the types of laws each level passes will be examined. The course will also deal with the informal methods of social control society uses to achieve conformity to its norms. Special attention will be paid to the role of socioeconomic status in the administration of justice in this country.

**SOCI 685 (3-3-0) Seminar on Teaching Sociology:** The course is designed to prepare sociology majors for the teaching of sociology at the junior and community college level and as teaching assistants. The course involves syllabus preparation, selection of instructional materials, testing and evaluation, and demonstration lectures. A major objective of the course is the development of a "sociology toolbox" for the future. Special attention will be paid to issues on curriculum and course development in sociology.

**SOCI 690 (3-3-0) Practicum:** Involves the planning, implementation, and evaluation of individual projects in Applied Sociology, including field work. Based on student interest, career plans, and available placements, students will be placed in a variety of settings for at least 10 weeks during the semester in which they are enrolled. A minimum of 12 contact hours per week will be required for a total of 120 hours. Consideration will be given to full-time work experience in appropriate settings.

**Prerequisite:** SOCI 505 And SOCI 560 And SOCI 590

**SOCI 691 (3-0-3) Practicum II:** Continuation of the practicum under the direction of the Practicum Committee. Submission of a final practicum report is required.

**Prerequisite or Co-requisite:** SOCI 690

**SOCI 695 (3-0-3) Thesis I:** An original investigation in a subject approved by the student's Thesis Committee. Detailed information on the preparation, form, organization, and defense of the thesis is presented in the Guide for the Preparation and Submission of Theses. The thesis in the Sociology MA Program involves the planning, implementation and evaluation of individual research projects. Based on student interest and or future career plans, students will work on a thesis during the semesters in which they are enrolled. Approval of the proposed project by a thesis committee recruited to serve as faculty advisors by the student is required prior to registering for the course. Additional information and consent forms are available from the Sociology Department.

**Prerequisite:** SOCI 505 And SOCI 560 And SOCI 590

**SOCI 696 (3-3-0) Thesis II:** Continued preparation of the thesis under the direction of the advisor and the Thesis Committee.

**Prerequisite:** SOCI 695

**SOCI 899 (0-0-0) Thesis Non-Credit:** This course is required for students who have completed their course work and the number of thesis hours for credit required in their graduate degree program. Students who will continue to use University resources in completing their thesis must enroll in this course.

**SPED 515 (3-3-0) Teach Reading to Students with Disabilities:** This course is designed to introduce students to the knowledge, skills and procedures needed to provide effective instruction for students with disabilities who demonstrate persistent reading difficulties. The course presents research-validated teaching principles, techniques and strategies that will provide a solid foundation on which to build an effective reading instruction program.

**SPED 518 (3-3-0) Teach Mathematics and Writing to Student with Disabilities:** This course will provide research-based content related to the mathematics and written language difficulties of students with

mild to moderate disabilities along with research-validated best practices for teaching students with disabilities who exhibit these problems.

**SPED 522 (3-3-0) Seminar in Learning Disabilities:** A course exploring the etiology of learning disabilities, with emphasis on classroom manifestations of and treatment programs for children with learning disabilities, and with additional consideration of test patterns, differential functioning program planning and placement, and related research.

**SPED 523 (3-3-0) Advanced Studies in Specific Learning Disabilities:** This course is designed to explore the definitions, characteristics, etiology, educational and social impact and intervention implications of specific learning disabilities on children and adolescents. Emphasis is placed on identifying the research and best practices bases for identification and treatment of students with this disability.

**SPED 524 (3-3-0) Working with Parents/Family of Handicapped Child:** A study of theories and practices related to parent/family involvement in the education of the handicapped.

**SPED 528 (3-3-0) Mainstreaming the Exceptional Child:** A study of the theory, history, and practices associated with mainstreaming exceptional children, with emphasis on efforts toward overcoming problems related to educating exceptional children in a regular classroom setting.

**SPED 530 (3-3-0) Introduction to Exceptional Children:** A comprehensive survey of the various exceptionalities affecting learning: giftedness, mental retardation, emotional disturbance, learning disabilities, speech impairment, sight impairment, orthopedic impairment, autism, neurological and physical impairment, and cultural differences.

**SPED 532 (3-3-0) The Gifted Child:** An exploration of the nature of giftedness and creativity, including characteristics of gifted and creative children and approaches to encouraging the use and development of their abilities.

**SPED 535 (3-3-0) Psychology of Mental Retardation:** An intensive study of the psychological and sociological aspects of educationally handicapping conditions and of the children who manifest those conditions, with emphasis on integrating theory, research, and practice in effective program planning and implementation.

**SPED 536 (3-3-0) Advanced Studies in Mental Disabilities:** This course involves the intensive study of the psychological and sociological aspects of educationally handicapping conditions and the individuals who manifest these conditions, with emphasis on integrating theory, research, and practice in effective program planning and implementation

**SPED 537 (3-3-0) Introduction to Education of Emotionally Disturbed Children:** An overview of the education of emotionally and behaviorally disturbed children, including history, philosophical issues, kinds of emotional disturbance, management of educational programming, types of programs, and professional roles for teachers.

**SPED 538 (3-3-0) Advanced Studies in Behavioral/Emotional Disabilities:** This course is designed to provide a comprehensive overview of the area of study for the Special education of Students with Emotional and Behavioral Disabilities. Major subject matter components include, but are not limited to, issues and trends, behavior management screening/assessment, programming and professional and family collaboration. The current status of this area of study is more directly linked to the present realities of our nation's schools and its students than ever before. For these reasons the ability to apply research and instructional development skills in each major component of the discipline is very essential. Opportunities to plan,



implement and evaluate programmatic, individual and intensive individual interventions will begin in this initial course offering within the area of specialization.

**SPED 560 (3-3-0) Reading and Language Arts for Gifted Children:** An in-depth study of curricula, methods and materials for teaching the language arts to gifted children, with attention to examining characteristics of the gifted, assessing their unique learning needs, and investigating aspects of creativity.

**SPED 579 (3-3-0) Management of Learning Environments:** A study of effective behavior analysis techniques for intervening in the environments of exceptional children to facilitate learning.

**SPED 580 (3-3-0) Advanced Management of Learning Environments:** Emphasis on effective behavior analysis techniques for intervening in the environments of exceptional children to increase learning. Includes examination and application of various models, approaches and techniques to provide positive behavioral supports for students and prevent discipline problems, where possible. Emphasis will also be placed on self-management and development of appropriate social-emotional skills.

**SPED 600 (6-0-6) Practicum in Special Education:** A ten-week supervised field experience in teaching exceptional children in an educational setting.

**SPED 610 (3-3-0) Curriculum Development for the Gifted:** A comprehensive view of the gifted learner and the implications of advanced learning ability for curriculum development, teaching/ learning models, and current educational environments.

**SPED 615 (3-3-0) Issues and Trends in Special Education:** This course is designed to provide a forum to discuss current issues related to the field of Special Education. Participants will explore effective approaches and strategies for managing issues in the creation of responsive learning environments.

**SPED 620 (3-3-0) Teaching the Gifted Child:** An overview of the features and procedures essential to designing, implementing, and facilitating an instructional program for gifted learners, with attention to strategies for counseling the gifted, issues-related topics in gifted education, and techniques for working effectively with parents, the community, and other advocates as resources for the gifted program.

**SPED 630 (3-0-3) Consultative Internship in Special Education:** A supervised experience in planning, implementing, and evaluating consultation projects involving exceptional and potentially exceptional students, educators of regular students, administrators, and parents. Corequisite or

**Prerequisite Or Corequisite:** SPED 649

**SPED 631 (3-3-0) Teaching Students with Mild to Moderate Disabilities: Academic Methods:** A study of classroom educational procedures, including methods, curriculum and materials, for teaching students with developmental or academic/ learning handicaps, with emphasis on problems related to learning disabilities, mental retardation, and emotional disturbances.

**SPED 632 (3-3-0) Teach the Hand Chld-Dev Level:** A study of classroom educational procedures including methods, curricula, and materials for teaching birth-to-school-age students handicapped by developmental problems and for teaching older students with a mental age in the preschool range.

**SPED 633 (3-3-0) Teaching Adolescents with Disabilities:** A study of classroom educational procedures, including curricula, methods, and materials for teaching adolescent (junior high through young adult) handicapped students.

**SPED 634 (3-3-0) Curriculum and Effective Practices for Teaching Students with Mental**

**Disabilities:** This course is designed to provide an overview of the historical background, current developments and future directions for teaching children who are mildly and moderately mentally disabled. Emphasis will be placed on classroom procedures including methods, curriculum and materials for teaching the mentally challenged from K-12. Strategies and methods for use in the classroom to facilitate learning will be emphasized to include the use of technology for teachers as well as students.

**SPED 635 (3-3-0) Curriculum and Effective Practices for Teaching Students with Specific Learning**

**Disabilities:** This course is designed to provide an overview of the historical background, current developments and future directions for teaching academic skills to students who have specific learning disabilities. Emphasis will be placed on classroom procedures including methods, curriculum and materials for teaching basic skills and content areas in grades K-12. Strategies and methods for integrating technology into lessons will be included.

**SPED 638 (3-3-0) Teaching the Emotionally Disturbed Child:** An examination of management techniques and educational planning and programming for emotionally disturbed children, with emphasis on the roles of the teacher and on the development of programs.

**SPED 639 (3-3-0) Curriculum and Effective Practices for Teaching Students with**

**Behavioral/Emotional Disabilities:** The major framework for the course includes a research based examination of management and educational planning/programming for Children and Youth with emotional and behavioral disabilities. The course seeks to inspire and guide participants to gain the knowledge and skills necessary to match the complex and challenging roles of the teacher for the establishment of programs which reflect sound practices and which meet the needs of these children/youth. The course content focuses on teacher directed educational activities for managing and teaching students with mild to severe behavior and emotional problems; however, it ultimately seeks to prepare master educators who can effectively teach academic skills to children with diverse abilities.

**SPED 640 (3-0-3) Master's Internship in Special Education:** A supervised experience in basic and advanced teaching skills in special education. (Offered for variable credits, with a maximum of nine credit hours applicable to a graduate degree.)

**SPED 641 (3-0-3) Advanced Internship in Special Education (Mentally Disabled; Behaviorally-Emotionally Disabled; Specific Learning Disabled):** This course provides an intensive supervised field experience. It is designed to be the most appropriate for the student's qualifications, experience and future educational goals. Requires a minimum of 150 hours per semester. This is a practical application of the knowledge base of the educational professional as a facilitator of learning. Depending upon the student's qualifications, skill and experience, the intern will be supervised in one of two (2) of the following options: (1) in-service or classroom internship; or (2) special placement internship. The in service classroom internship option is primarily for currently employed teachers who were in regular or special classroom settings and serve the populations for which they are seeking licensure. The special placement internship option is an advanced field teaching arrangement. The student will provide direct service to MD or BED or SLD students. Students will receive on site supervision from both master teacher/site supervisor and a university instructor. (Offered for variable credits, with a maximum of nine (9) credit hours applicable to a graduate degree.)

**SPED 642 (3-3-0) Exceptional Child Development:** An examination of the relationship between human development and education, with emphasis on deviations exhibited by exceptional children in cognitive, linguistic, social, affective, perceptual, and neurological development.

**SPED 643 (3-3-0) Seminar in Special Education:** A graduate level seminar drawing from both theory and research for advanced study and discussions of critical issues in special education. (May be repeated for credit.)

**SPED 645 (3-3-0) Independent Study in SPED:** Independent research on critical issues in special education. (May be repeated for credit.)

**SPED 646 (3-3-0) Advanced Assessment Practices in Special Education:** This course is designed to provide teachers of children with learning problems with an opportunity to study and practice both formal and informal educational and diagnostic assessments that are appropriate for children and youth.

**SPED 647 (3-3-0) Educational Assessment of Students with Disabilities:** A practical study of both formal and informal diagnostic assessment and observational techniques for identifying and evaluating mild to moderate academic disabilities.

**SPED 648 (3-3-0) Curriculum Development in Special Education:** A practical course in the development and implementation of curricula for learning disabled, mentally handicapped, and behaviorally-emotionally handicapped students, with attention to the development of I.E.P's, the understanding and application of legislative directives regarding special education students, and applications of evaluation techniques for accountability.

**SPED 649 (3-3-0) The Consultative Role of the Special Educator:** A study of the theory, methods, and practices relating to the special educator's consultative role in the education of exceptional children.

**SPED 650 (3-3-0) Leadership and Supervision of Exceptional Child Programs:** A study of major issues in the supervision and leadership of educational programs for exceptional children, with emphasis on appropriate leadership styles, child advocacy roles, applicable state and federal legislation, due process and confidentiality requirements, personnel conflict management, qualifications and roles of special education staff, data-based decision-making, and provisions for least restrictive educational environments for exceptional children.

**SPED 660 (3-3-0) Internship of Gifted Education:** Supervised study and practice in the education of the gifted, requiring a minimum of 75 to 150 contact hours.

**SPED 698 (3-1-2) Advanced Applied Product of Learning:** This course has been designed to serve as a capstone or culminating experience for the Advanced Master's Degree Program in Education in all the specialization areas. This course will assist students in preparing the culminating activity and will encapsulate the total experiences in the program. It will provide a field-based context for the completion, presentation, and evaluation of the exit options: advanced professional portfolio, action research project, and thesis. (Other requirements related to the area of specialization, such as field experience component, may be required by the area of specialization.) (Offered for variable credits, with a maximum of six credit hours applicable to a graduate degree.)

**STAT 561 (3-3-0) Probability Theory:** A course including such topics as probability distributions, limit theorems, special functions, and probability models.

**Prerequisite:** STAT 301

**STAT 562 (3-3-0) Applied Regression Analysis:** A course including such topics as matrix theory, correlation analysis, least squares, curve fitting, simple and multiple regression, response surfaces, and the applications of statistical software packages.

**Prerequisite:** MATH 251

**STAT 563 (3-3-0) Design and Analysis of Experiment:** The applications of statistics in the design and analysis of experiments. Topics will include: Principles of Design of Experiments, One-way Analysis of Variance, Factorial Designs, Hierarchical or Nested Designs, Linear and Multiple Regression Analysis, Two way Analysis of Variance, and other related topics.

**Prerequisite:** STAT 561

**STAT 564 (3-3-0) Mathematical Statistics:** Theories of distributions and statistical inference, Point and Interval Estimation, Tests of Hypotheses, Sufficiency, Completeness, and Unbiased Minimum Variance Unbiased Estimation (UMVUE'S) Interval Estimation.

**Prerequisite:** STAT 561

**STAT 571 (3-3-0) Statistical Computing:** A survey of some of the standard statistical software packages, like EXCEL, SAS, and SPSS.. These packages will be used to solve statistical problems.

**Prerequisite:** MATH 561

**STAT 572 (3-3-0) Time Series Analysis:** A discussion of the theoretical and applied aspects of Time Series. Topics include: Introduction to forecasting, Non-Seasonal Box-Jenkins Models and their tentative identification, Seasonal Box-Jenkins Models and their tentative identification, Estimation and diagnostic checking for Box-Jenkins models, Time Series Regression, Exponential Smoothing, Transfer Function Models, Classical Regression Analysis.

**Prerequisite:** STAT 561

**STAT 661 (3-3-0) Advanced Probability Theory:** A course including such topics as probability distributions, characteristic and generating functions, convergence and approximations, asymptotic sampling theory and decision functions.

**Prerequisite:** STAT 561

**STAT 662 (3-3-0) Advanced Mathematical Statistics:** Topics include parametric estimation, tests of hypotheses, linear models and nonparametric estimation, sufficiency, unbiased estimation, Bayes estimators, and the multivariate normal theory.

**Prerequisite:** STAT 661

**STAT 750 (3-3-0) Topics in Statistics:** A study of special and advanced topics in statistics within the scope of research interests of the instructor.

**Prerequisite:** STAT 662

**SWRK 510 (3-3-0) Social Welfare Policy and Services:** This course is an advanced study of the historical development of social welfare and the evolution of social work values and ethics. Emphasis is placed on the major fields of social work such as children and family services, mental health, health care, income maintenance, and corrections. Analytic frameworks with regard to social welfare policies and services are introduced. Frameworks identify strengths and weaknesses in the social welfare system with respect to multiculturalism and diversity. Policy at the national, state, and local levels, with emphasis on poverty, inequality; social and economic justice is addressed. Pre-requisite: Graduate standing in social work

**SWRK 515 (3-3-0) Forensic Social Work:** This course addresses working with criminals in clinics, prisons, juvenile and adult services, corrections, court mandated treatment and psychiatric hospitals for defendants being evaluated and treated on issues of responsibilities and competence to stand trial. As well, the course will address the related issues of working with the families of these offenders. Students will develop familiarity with the adversary process and the issues social workers confront in the civil and criminal justice system. This course also includes experiential learning from field trips. Students will interface/interact with the inmates and the prison staffs during these trips.

**SWRK 516 (3-3-0) Social Work Practice with Black Families:** This course examines the past and current status of Black families and alerts students to specific knowledge, skills, values and strategies required to work successfully and culturally with the target group. It incorporates the study and analysis of problems and issues faced by social workers in working effectively with Black families, including the integration of theory, cultural factors, social work policy, human behavior and social work practice. A particular emphasis is placed upon greater understanding of the challenges and dynamics affecting practice with Black families, including economic and social justice, empowerment, and oppression. Additionally, from an empowerment and strengths perspective, this course will examine historically the capabilities and strengths of Black families and how such capabilities and strengths can be used in effective social work practice with Black families.

**Prerequisite:** SWRK 540 Or SWRK 425

**SWRK 517 (3-3-0) International Social Work:** This course introduces students to the international dimensions of social work practice. Special attention is given to the present and future role of International social work professionals. Additionally, the role and responsibilities of United Nations, global human rights organizations, international aid agencies, intergovernmental and nongovernmental agencies are addressed. Students develop an understanding of poverty, violence, structural adjustment, debt crisis, migration, human rights issues, exploitation of children and women, other populations at risk, and social and economic justice issues within a global perspective. Also addressed are international aspects of domestic practice, policy formulation and advocacy from a global perspective.

**SWRK 520 (3-3-0) Human Behavior and the Social Environment I:** This course focuses on the physiological, cognitive, intellectual and emotional development of individuals. Theoretical explanations of human development over the lifespan are explored. Major social issues relating to human growth and development, ecological systems, culture, race, ethnicity, gender and socioeconomic forces as applied to the analysis of individuals, families, small groups, organizations and communities are addressed. Focus will be given to oppression, privilege, and discrimination, and factors that help individuals and small social systems to change. Pre-requisite: Graduate standing in social work

**SWRK 525 (3-3-0) Human Behavior and the Social Environment II:** The course emphasizes social processes that transcend the individual, aiming to increase students' conceptual sophistication about the social context of human action and social work intervention. Within the person-in-environment framework, this course presents social theories and concepts that become tools for students' critical analysis of society, communities, social institutions and organizations, populations, and social structures, and cultures is a main component of the course. Special attention is given to human diversity and social inequalities.

**Prerequisite:** SWRK 520

**SWRK 530 (3-3-0) Social Work Statistical and Data Analysis:** This course is designed to develop understanding of probabilistic analysis, quantitative reasoning, inferential statistics. Students are provided opportunities to do data analysis on the computer and concentrate on research and policy applications. Pre-requisite: Graduate standing in social work.

**SWRK 540 (3-3-0) Social Work Intervention with Individuals and Families:** This course will introduce students to content on theories of assessment, intervention, diversity, evaluation and termination. Specific attention is given to the development of skills in communication, rapport building, interviewing, and the utilization of professional self in working with individuals and families. Multigenerational family life cycle is explored. Models of family therapy and other intervention approaches are reviewed. Challenges and concerns encountered by vulnerable families, low-income families, families of color, and nontraditional families are reviewed. The dynamics of small groups are emphasized. Students develop an understanding of how values and ethics impact social work practice. Pre-requisite: Graduate standing in social work.

**SWRK 560 (3-3-0) Applied Social Work Research Methods:** Students apply quantitative and qualitative research to promote understanding of scientific, analytic, and ethical approaches to building knowledge for practice. Students learn to develop, use, and effectively communicate empirically based knowledge, including evidenced-based knowledge. The content prepares students to utilize research to provide high quality services, initiate change, improve practice, policy, and service delivery systems as well as evaluate their own practice. Major research designs are reviewed, and students develop skills in collecting, analyzing and using data. Sampling methods, data collection techniques, and statistical and graphical approaches to data analysis are emphasized. The course integrates themes related to multiculturalism, social justice, social change, prevention, intervention and treatment.

**Prerequisite:** Graduate Standing in Social Work

**SWRK 570 (3-3-0) Social Work Intervention with Groups, Communities, and Organizations:** Social work practice with small groups, communities, and organizations are emphasized. Group membership, group goals and culture, group development stages, leadership roles and decision-making processes are explored. Theories and strategies for community and community organization development are examined. Students develop an understanding of the definitions, concepts, and roles of communities and community organizations. Major topics include community based planning, advocacy, governance, and residence participation. Pre-requisite: SWRK: 540

**Prerequisite:** SWRK 540

**SWRK 574 (3-3-0) Multicultural Practice with Diverse Populations:** This course promotes understanding, affirmation and respect for individuals from diverse backgrounds. Students learn to recognize diversity within and between groups and gain understanding on how diversity may influence assessment, planning, intervention, treatment, and research. Students develop skills in defining, designing, and implementing strategies for effective practice with individuals from diverse backgrounds with respect to race, class, gender, color, ethnicity, age, disability, sexual orientation, religion, national origin, and equality. The course integrates knowledge of cultures with particular emphasis on rural, urban, and military communities. Students analyze their own abilities to function as effective social work professionals in working with diverse populations. Attention is given to oppressed populations and social and economic injustice. Strategies for combating discrimination, oppression, and economic deprivation are addressed. Pre-requisite: Graduate standing in social work

**SWRK 580 (4-1-4) Social Work Field Instruction I:** This course is one of two courses that constitute the foundation field placement. The foundation placement is intended to help students develop basic knowledge and skills that provide the groundwork for their area of concentration. During this foundation placement students are in the field for 230 clock hours per semester. This amounts to two full days a week. Students are assigned to social service agencies and are supervised by experienced professionals. The field placement provides students the opportunity to integrate knowledge and skills within an agency setting and community context. Students will have experiences in working with individuals, families, groups, and organizations. The field placement is offered concurrently with seminar classes. Seminar will provide students an opportunity to enhance placement learning experiences by helping student further develop understanding of knowledge, skills, self awareness and professional use of self in advanced social work practice. Students may select rural or urban settings. Pre-requisite: Graduate standing in social work.

**SWRK 585 (4-1-4) Social Work Field Instruction II:** This course is two of two courses that constitute the foundation field placement. The foundation placement is intended to help students develop basic knowledge and skills that provide the groundwork for their area of concentration. During this foundation placement students are in the field for 230 clock hours. This amounts to two full days a week. Students are assigned to social service agencies and are supervised by experienced professionals. The field placement provides students the opportunity to integrate knowledge and skills within an agency setting and community context. The field placement is offered concurrently with seminar classes. Seminar classes enhance placement learning

experiences by helping student further develop understanding of knowledge, skills, self awareness and professional use of self. The field placement in conjunction with the seminar will provide students a series of assignments and tasks selected to complement foundation academic courses and provide a basis for generalist practice. Students may select rural or urban settings. Pre-requisite: SWRK 580.

**Prerequisite:** SWRK 580

**SWRK 602 (3-3-0) Independent Study:** Individual study under the supervision of a member of the Social Work Program faculty.

**SWRK 605 (3-3-0) Special Topics:** This is an advanced course providing the students the opportunity to study new or advanced topics in social work. This course will vary according to the individual instructor and may be repeated under different subtitles. Pre-requisite: Graduate standing in social work.

**SWRK 606 (3-3-0) Social Work Practice Seminar:** This course will present content on theories of assessment, intervention, diversity, evaluation, and termination. Specific attention is given to the development of skills in communication, rapport building, interviewing, and the utilization of professional self in working with individuals and families. Multigenerational family life cycle is explored. Models of family therapy and other intervention approaches are reviewed. Challenges and concerns encountered by vulnerable families, low-income families, families of color, and nontraditional families are reviewed. The dynamics of small groups are emphasized. Students develop an understanding of how values and ethics impact social work practice. Content on social work practice with small groups, communities, and organizations are emphasized. Group membership, group goals and culture, group development stages, leadership roles and decision-making processes are explored. Theories and strategies for community and community organization development are examined. Students develop an understanding of the definitions, concepts, and roles of communities and community organizations. Major topics include community based planning, advocacy, governance, and residence participation.

**SWRK 608 (3-3-0) Statistics and Research Seminar:** A review of basic research methods and an introduction to basic statistics for social work. Students apply quantitative and qualitative research to promote understanding of scientific, analytic, and ethical approaches to building knowledge for practice. The content prepares students to utilize research to provide high quality services, initiate change, improve practice, policy, and service delivery systems as well as evaluate their own practice. Major research designs are reviewed, such as single system designs, and students develop skills in collecting, analyzing and using data. Sampling methods, data collection techniques, and statistical and graphical approaches to data analysis are emphasized. Students develop an understanding of probabilistic analysis, quantitative reasoning, and inferential statistics. Students are provided opportunities to do data analysis on microcomputers. The course integrates themes related to multiculturalism, social justice, social change, prevention, intervention and treatment.

**SWRK 610 (3-3-0) Social Work Practice with Families:** This course critically evaluates methods used for assessing families of diverse, social, economic, cultural, racial, and ethnic backgrounds. Students develop a knowledge base of theory, and models of family intervention. Family constellations are examined to include single parent families, extended and blended families, adoptive and foster care families, and gay and lesbian families. Pre-requisite: SWRK 540.

**Prerequisite:** SWRK 540

**SWRK 615 (3-3-0) Social Work Practice in Mental Health:** This advanced course focuses on social work practice with persons who have mental illness, and the impact mental illness has on families and society. Primary focus is on the therapeutic relationships, assessments, treatment planning, interventions, psychotropic medication, and case management. Students develop an understanding of the classification and diagnosis of DSM-IV.

**Prerequisite:** SWRK 540

**SWRK 620 (3-3-0) Social Work Practice with Children and Adolescents:** This course focuses on multiculturally competent social work practice with children and adolescents living in diverse family arrangements. The continuum of services and resources available to children and adolescents and the roles and functions of the social worker in these settings are examined. Economic, social, and psychological concerns of vulnerable children are identified, and intervention strategies that will effectively meet these needs will be addressed. Students are presented with specialized knowledge and skills essential for working with children and adolescents. Pre-requisite: SWRK 540.

**Prerequisite:** SWRK 540

**SWRK 621 (3-3-0) Social Work Practice with Military Families:** Social work as it is practiced in the various branches of military service to include Army, Air Force, and Navy is examined. The history and role transitions of social work over the years with military families are explored. Ethical concerns that emerge from social work practice with military families are addressed. Military social workers' roles in mental health programs, medical settings, military operations, substance abuse programs, family advocacy, program administration, and policy-making are examined. Students compare and contrast civilian social work practice and military social work practice. Pre-requisite: Graduate standing in social work.

**SWRK 625 (3-3-0) Social Work with Chemically Dependent Families:** Students study theory and knowledge on drugs and substance abuse as it relates to practice in social work settings. Dynamics of the chemically dependent family are assessed and culturally competent intervention approaches for working with the family system and subsystems use patterns will be discussed. Attention will be given to issues arising at different stages in the life cycle including recognition of signs of misuse. Pre-requisite: SWRK 540 .

**Prerequisite:** SWRK 540

**SWRK 626 (3-3-0) Substance Abuse Intervention:** This course facilitates students' understanding of the diverse needs of clients with substance abuse addictions. Students receive an overview of the dynamics of alcohol and other psychoactive drug addictions. Additionally, students evaluate the motivation and behavior patterns of substance abusers in a broad social context. Risk factors, education, and prevention are explored. Substance abuse assessment, intervention, relapse prevention are addressed.

**Prerequisite:** SWRK 540

**SWRK 630 (3-3-0) Assessment of Mental Disorders:** Theories and concepts of mental health and illness are examined. Students are introduced to the Diagnostic Statistical Manual of Mental Disorders. Students study the etiology, symptomology, and treatment of mental disorders. The development of environmental, interpersonal, psychosocial and stress factors in human behavioral dynamics is explored. Pre-requisite: Graduate standing in social work

**SWRK 635 (3-3-0) Management of Human Services Organizations:** This course focuses on management and leadership theories, administrative decision-making processes and organizational communication. Students develop ability for application of administrative concepts, theories and management principles in social work practice settings. Program planning and development, budget preparation, organizational development, and program evaluation, fund-raising and grant writing are emphasized.

**Prerequisite:** SWRK 570

**SWRK 640 (3-3-0) Professional Writing for Social Work:** Students will learn about scholarly writing through modeling the writing of published authors. This course will introduce students to why social work requires them to write using the American Psychological Association (APA) style. The ethics of writing, indicating the acceptable forms and practices of recognizing the ideas and intellectual properties of others will be explored in this course. The course will explore the concept of plagiarism. The course contains general conventions, such as how to refer to the work of others in the body of a paper and tips for avoiding sexist language. The course will provide the students the opportunity to avoid grammatical and punctuation errors



commonly found in social work papers. The course will provide students the opportunity to participate in proofreading exercises that will direct them to their PC's to detect areas of potential problems. This course will provide students with a real-world option for communicating scholarly thinking and findings. The course will address the importance of the use of the Internet and the information it provides in writing research papers. The course will also offer suggestions for using computer technology effectively at various stages of the research process. The course and its assignments will encourage students to use resources outside the library, such as conducting interviews, surveys, and using media such as radio and television. Much of the course will take place in the library where students will review the literature and develop their proposals and complete the writing of their literature review.

**SWRK 650 (4-1-4) Social Work Field Instruction III:** This course is one of two courses that constitute the advanced placement in student's area of concentration. The advanced placement is intended to help students develop expanded knowledge and skills in their area of concentration. During the foundation placement, students are in the field for 250 clock hours. This amounts to three full days a week. Students are assigned to social services agencies and supervised by experienced professionals. The field placement is offered concurrently with seminar classes. The field placement, seminar classes, and assignments are consistent with student's chosen area of concentrations. Students will have the opportunity to use advanced practice skills with individuals, families, groups, communities and organizations. Students may select rural or urban settings.  
**Prerequisite:** SWRK 585 Or SWRK 585

**SWRK 655 (4-1-4) Social Work Field Instruction IV:** This course is two of two courses that constitute the advanced placement in student's area of concentration. The advanced placement is intended to help students develop expanded knowledge and skills in their area of concentration. During the foundation placement, students are in the field for 250 clock hours. This amounts to three full days a week. Students are assigned to social services agencies and supervised by experienced professionals. The field placement is offered concurrently with seminar classes. The field placement, seminar classes, and assignments are consistent with student's chosen area of concentrations. Students will have the opportunity to use advanced practice skills with individuals, families, groups, communities and organizations. Students may select rural or urban settings.  
**Prerequisite:** SWRK 650

**SWRK 690 (3-3-0) Independent Research Project Seminar I:** The course is designed to assist students in preparing their research projects. The course will focus around discussion of students selected topics chosen for the research project. Students will conduct and individualized but structured investigation of problem definitions, research methodologies and statistical analyses associated with research project.  
**Prerequisite:** Completion of 31 graduate hours in social work, including completion of SWRK 530 And SWRK 560

**SWRK 696 (3-3-0) Thesis I:** This course is an advanced independent endeavor in the student's concentration area. Course involves an original investigation in a subject approved by the student's Thesis committee. Detailed information on the preparation, form, organization, and defense of the thesis is presented in the Guide for the Preparation and Submission of Theses. The thesis involves the planning, implementation and evaluation of a topic in the student's specialty area. Based on student interest and future career plans, students will work on a thesis during the semester. Approval of the proposed project by a thesis committee recruited to serve as faculty advisors by the student is required prior to registering for the course.  
**Prerequisite:** Completion of 31 graduate hours in social work, including completion of SWRK 530 And SWRK 560

**SWRK 698 (3-3-0) Thesis II:** Continued preparation of the thesis under the direction of an advisor and the Thesis Committee. This course builds on research acquired in SWRK 696.  
**Prerequisite:** SWRK 696

**SWRK 899 (3-3-0) Thesis Noncredit:** This course is required for students who have completed their course work and the number of thesis hours for credit required in their graduate degree program. Students who will continue to use University resources in completing their thesis must enroll in this course.

**TESL 510 (3-3-0) Theories and Principles in Teaching ESL:** TESL 510 focuses on theoretical and practical approaches to the teaching of English as a second Language. This course demonstrates understanding of teaching ESL theories and skills through reading selections, teaching demonstrations, Computer Assisted Language Learning (CALL) activities, and field experiences. This course will prepare prospective or in-service teachers who will help Limited English proficiency (LEP) students.

**TESL 520 (3-3-0) Second Language Acquisition:** The multidisciplinary approach to the ways second languages are learned. Although child language acquisition is discussed, emphasis is on adult second language acquisition. The neurolinguistic, psycholinguistic, and sociolinguistic bases of second languages are explored.

**TESL 530 (3-3-0) Lit Dev and Assessment for English Learners:** This course is designed to introduce and extend fundamental knowledge of theory and research in literacy development and strategies and techniques for effective literacy instruction for English Language Learners including and understanding of process of reading and writing in first and second language, literacy strategies, various assessments and materials available for facilitation the individualized teaching of literacy to help English Language Learners become independent readers and writers of English.

**TESL 541 (3-3-0) Trends and Issues in Teaching ESL:** This course explores trends and issues involved in teaching ESL students in the U.S. and teaching abroad. This course discusses the pedagogical issues in ESL/bilingual education and the trends in ESL teaching in the 21st century.

**TESL 550 (3-3-0) Practicum:** TESL 550, The Practicum in ESL, is an introduction to approaches and methods in ESL teaching through ESL classroom observation and classroom teaching experience that promote cooperation among ESL staff, classroom teachers, school administrators, and members of the community. This course emphasizes the development of specialists in Teaching English to Speakers of Other Languages who develop a high level of professionalism.

**ZOOL 570 (3-2-2) General Entomology:** A study of the morphology, life cycles, physiology, ecology, and behavior of hexapods, with course format including two lectures/discussions and two laboratory hours a week, and with laboratory studies devoted to insect identification, insect physiology, ecology, insect behavior, and individual student projects.

**ZOOL 585 (3-2-2) Introduction to Parasitology:** A study of the morphology, life cycles, and classification of parasites of various hosts, with course format including two lectures and two laboratory hours a week, and with laboratory studies devoted to the methods for the collection, culture, and microscopic preparation of parasitological materials.

**ZOOL 610 (3-3-0) Advanced Genetics:** A lecture class to study the genomics, genetic analysis, gene expression and regulation, genetic mechanisms of evolutionary change, and genetic technologies.

**Prerequisite:** ZOOL 410 Or equivalent

**ZOOL 630 (3-2-2) Advanced Developmental Biology:** An advanced study of animal development, with emphasis on physiological and biochemical aspects, and with laboratory periods devoted to experimental work, literature reviews, and discussions.

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