The Graduate School

The mission of the University of Tennessee, Knoxville, is to offer instruction on all levels of higher education, engage in and train for research, and provide extended services of great variety. The obligations of this mission are reinforced by the fact that The University of Tennessee is both the State University and the official Land-Grant Institution of Tennessee.

Advanced Graduate Work and Research

The University of Tennessee has some obligations not shared in the same degree by other public colleges and universities of the state, although these specialized functions are common to most major state universities and land-grant institutions. For instance, the University must develop and maintain advanced instruction and research in the basic arts and sciences and in professional and occupational areas dependent upon the fundamental fields of learning, especially (but not exclusively) those of substantial importance to the state. It is the business of such a state university to advance the frontiers of knowledge in all areas of human concern, to discover facts previously unknown, to present new theories, and to test hypotheses and theories not previously established. The augmentation of the intellectual heritage of the human race, particularly in basic research, is a major function of this and all other universities.

So far as publicly-supported higher education is concerned, The University of Tennessee, Knoxville, is the center of advanced graduate training and research in Tennessee. As of 1979 the University provides Master's level work in 122 fields of knowledge and doctoral work in 47, enrolling more than 6,700 graduate students.

The search for new knowledge and its application to the changing needs of society is a major aim of The University of Tennessee. In graduate instruction, through research programs, and by public service, the University and its faculty constitute a major resource for contributions to state, national and international problems. In addition to typical departmental units of administration, numerous interdisciplinary programs, institutes, and centers have been developed in the locations and the scholarly areas needed. Beyond those described below, numerous other organizations exist and are described within the appropriate department or college descriptions.

Energy, Environment, and Resources Center

R. A. Bohm, Acting Director, Ph.D.
Washington (Missouri)

The Energy, Environment, and Resources Center was created to encourage and support UT faculty and students' involvement in interdisciplinary studies to provide alternative solutions to problems related to energy and the environment. The Center provides assistance to faculty interested in developing research and public service projects, manages research and development projects that involve several disciplines, and assists Tennessee government and industry in specific problems related to energy and environment. It also participates in the Statewide Consumer Education Program, especially in developing materials for the program.

Current research includes environmental and human costs of coal production, solar energy utilization in buildings, energy conservation in buildings and industry, and regional solid waste management and resource recovery.

The Center is operated through the Office of the Vice Chancellor for Graduate Studies and Research.

Transportation Center

Knoxville:
W. A. Goodwin, P.E., Interim Director, M.S., Kentucky
R. A. Mundy, Ph.D., Pennsylvania State; M. S. Bronzini, P.E., Ph.D., Pennsylvania State, Associate Directors

Nashville:
D. H. Jones, P.E., M.S., Tennessee; P. R. Tutt, P.E., M.S., Texas, Assistant Directors

The Transportation Center performs four main functions: (1) managing interdisciplinary transportation projects for the University, (2) managing transportation projects for the Tennessee Department of Transportation, (3) managing highway safety projects for the Governor's Highway Safety Program, and (4) providing public service activities in transportation throughout the state. In performing these functions, the Transportation Center works extensively with various colleges and departments, organizations, and campuses of The University of Tennessee.

The Center conducts research in all modes of transportation. Current research includes transportation management, railroad and waterways, urban goods movement, airport ground transportation, transportation brokerage, social service transportation, ridesharing, transit, legislation, diagnostic vehicle inspection, highway safety, tunnel construction and ventilation, archaeological exploration, highway construction, and environmental impacts.

The Center is operated through the Office for Graduate Studies and Research. The Center's main office is at UT, Knoxville with a satellite office in Nashville.

The University of Tennessee Space Institute

C. H. Weaver, Dean, Ph.D.
A. A. Mason, Assistant Dean, Ph.D.

The Space Institute was originated to interface University faculty research with the Arnold Engineering Development Center of the United States Air Force. Located at Tullahoma, Tennessee, the Space Institute offers graduate degree programs with majors in Aerospace Engineering, Aviation Systems, Computer Science, Electrical Engineering, Engineering Administration, Engineering Science, Mathematics, Mechanical
Engineering, Metallurgical Engineering, and Physics. In addition to the fundamental academic work characteristic of each discipline, research opportunities and supporting interdisciplinary course work are available to permit specialization in many aspects of atomic and plasma physics such as subsonic to hypersonic aerodynamics, aerospace vehicle design, control and guidance, modern materials and structures, propulsion systems, aircraft noise and sonic boom, flight simulation, avionics, plasmadynamics, flow diagnostics including spectroscopic and electrooptic means, and systems management. Work is also in progress in remote sensing and magnetohydrodynamic power generation of coal utilization. Course and research work in related areas of environmental pollution control, earth resources, energy conversion, materials and systems and simulation are also available. The research personnel and facilities of the Institute and those available at the Arnold Center through appropriate contractual arrangements provide an outstanding opportunity for meaningful research in these characteristic areas. Students who enroll at UT should be admitted to the Graduate School, University of Tennessee, Knoxville. Further information concerning the Institute may be obtained from the Dean, The University of Tennessee Space Institute, Tullahoma, Tennessee 37388.

The Institute is operated by The University of Tennessee in close cooperation with numerous departments at The University of Tennessee, Knoxville and the office of the Vice Chancellor for Graduate Studies and Research.

Water Resources Research Center
W. F. Brandes, Ph.D., Director, M.S. Illinois

The Water Resources Research Center is a federally-designated institute for the conduct of water research for the state. The purposes of the Center are: (1) to assist and support all the academic institutions of the state, public and private, in pursuing water resources research programs addressed to areas of concern to the state; (2) to provide information, dissemination and technology transfer services to state and local government bodies, academic institutions, professional groups, environmental organizations, and others, including the general public, who have an interest in water resources matters; (3) to promote resources and to encourage the entry of promising graduate students into careers in these fields.

The Center is operated through the office of the Vice Chancellor for Graduate Studies and Research.

Off-campus Graduate Centers
Kingsport University Center: The University of Tennessee, Knoxville offers at Kingsport resident graduate programs in science, engineering, and business at both the Master's and doctoral levels. The program is operated with the cooperation of the Graduate Council of The University of Tennessee, Knoxville and is administered by the Vice Chancellor for Graduate Studies and Research. It is coordinated with the graduate and undergraduate programs of the University of East Tennessee State University.

Students who enroll in this program must be admitted to the Graduate School of The University of Tennessee, Knoxville.

Information for application forms may be obtained from Marvin K. Goodman, Director, Kingsport University Center, The University of Tennessee, University Boulevard, Kingsport, Tennessee 37660.

Oak Ridge Resident Graduate Program: The University of Tennessee, Knoxville offers graduate study programs at Oak Ridge, with work leading to Master's degrees in Business Administration with a concentration in management, industrial education, and statistics; the Master's and doctoral degrees are available in engineering, mathematics, and physical and biological sciences.

Courses are offered on Tuesday evenings, and Saturdays, with research facilities provided by and used in cooperation with the Oak Ridge Associated Universities and the Union Carbide Corporation, Nuclear Division.

This program is supported under a subcontract with Oak Ridge Associated Universities with principal support coming from Union Carbide Nuclear Division. The University of Tennessee is one of the forty-three colleges and universities which sponsor ORAU, a nonprofit education and research management corporation.

Information for applications to the Graduate School may be obtained by writing the Director, UT-Oak Ridge Graduate School, Post Office Box 117, Oak Ridge, Tennessee 37830.

Chattanooga Graduate Engineering Program: The University of Tennessee, Knoxville offers a program of graduate work leading to the Master's degree in the areas of engineering. Courses are given at The University of Tennessee at Chattanooga in the late afternoons and evenings. Students who enroll in this program must be admitted to the Graduate School of The University of Tennessee, Knoxville.

Information concerning this program may be obtained from Lynn D. Russell, Director, Chattanooga Graduate Engineering Program, The University of Tennessee at Chattanooga, Chattanooga, Tennessee 37401.

Nashville Graduate Engineering Program: Opportunities for graduate study leading to the degree of Master of Science in Civil Engineering, Engineering Administration, and Industrial Engineering are offered by The University of Tennessee, Knoxville and are administered by the Vice Chancellor for Graduate Studies and Research.

Students who enroll in these programs must be admitted to The University of Tennessee, Knoxville Graduate School.

Information and appropriate forms may be obtained from the Director, Nashville Graduate Engineering Program, Tenth and Charlotte, Nashville, Tennessee 37203.

The University of Tennessee-Oak Ridge Graduate School of Biomedical Sciences: The University provides programs leading to the M.S. and Ph.D. degrees in various areas of biomedical sciences. Graduate students have the opportunity to study and to do research in conjunction with the Biology Division of the Oak Ridge National Laboratory.

For complete information concerning the program, see page 141.

School of Social Work: The University of Tennessee, Knoxville offers a fully accredited two-year program leading to the degree of Master of Science in Social Work through the School of Social Work, with programs in Nashville, Knoxville, Memphis, and Chattanooga.

For complete information concerning the program, see page 148.

Admission and Registration

Admission to the Graduate School requires a Bachelor's degree with a satisfactory grade point average from a college or university accredited by the appropriate regional accrediting association. A minimum B average is required for international students. Meeting the minimum B average requirement does not insure acceptance into a degree program since other factors may affect admission in some areas.

An application must be accompanied by the $10 fee (payable to The University of Tennessee).

If permission to enter The University of Tennessee Graduate School is given prior to graduation, this admission is automatically withdrawn if the Bachelor's degree is not awarded before the date of registration.

The file is destroyed after one year if an applicant does not enter Graduate School the quarter in which admission is requested, unless permission is requested and granted to enter in a future quarter. To reapply after a file is destroyed, applicants must submit a new application and fee.

Admission to the Graduate School does not imply admission to candidacy for the degree desired; admission to candidacy must be obtained after entrance at least one full quarter prior to receipt of the Master's degree and three quarters prior to receipt of the doctorate.

Types of Admissions

Admission to a Graduate Degree Program: Master's degree—Admission to a degree program requires a minimum grade point average of 2.5 out of a possible 4.0 or 3.0 during the senior year. However, many departments require a higher average. (Refer to pages 8-9 for items required for admission.)

Doctoral degree—in addition to meeting the minimum requirements for admission to the Graduate School, applicants at the doctoral level must have demonstrated a potential for superior academic performance. To be considered are such criteria as performance in prior undergraduate and/or Master's level studies, achievement on aptitude tests for graduate studies, letters of recommendation from professors familiar with the applicant's capabilities, and similar evidences of scholarly achievement. (Refer to description of doctoral programs for specific requirements for admission.)
Non-Degree Admission: Applicants may apply for non-degree status who, for example:
1. do not desire to pursue a degree program
2. have received an advanced degree
3. need additional time to fulfill application requirements for a degree program.
In this instance, the maximum period for which any student may be granted provisional admission does not exceed the number of graduate credits which may be accumulated. However, only 18 quarter hours (including hours taken in the provisional status) may be used toward a Master's degree and only if approved by the student's committee. The graduate application, $10 application fee, and two (2) official transcripts from each institution previously attended are required for consideration as a non-degree student. The minimum requirement is a Bachelor's degree with a 2.5 grade point average on a 4.0 scale (or a 3.0 the senior year) from a college or university accredited by the appropriate regional accrediting agency.

A major area does not have to be declared, but some departments will not permit non-degree students to register for graduate courses. (See pages 8-9 for information on restricted departments.) Applicants should contact the Graduate Office or the department concerning registration for specific courses. Permission to register in courses allowed may be obtained from the department. Students must maintain a 3.0 grade average to continue enrollment in this status.

No international student on a non-immigrant visa may enroll in the non-degree status.

Provisional Admission: Applicants may be admitted as provisional students for one quarter (or, one course in each of two quarters) who, for example:
1. desire graduate credit for a limited number of courses
2. do not meet the minimum grade point average requirements
3. wish to register for graduate courses, while meeting any additional requirements for the non-degree admission.
The graduate application, $10 application fee, and proof of a Bachelor's degree from a college or university accredited by the appropriate regional accrediting agency are required. Copies of official proof are acceptable.

A major area does not have to be declared, but some departments do not permit provisional students to register for graduate courses. (See pages 8-9 for information on restricted programs.) Applicants should contact the Graduate Office or the department concerning registration for specific courses. Permission to register in courses allowed may be obtained from the department or from the Graduate School.

Any student admitted to the provisional status must receive admission from the Graduate School to register for a second or succeeding quarter if admission to the non-degree or degree status has not been obtained. A 3.0 grade average must be maintained.

Provisional admission does not assure admission to the non-degree or degree program. A student who hopes to enter a degree program will be directed to the appropriate department.

The student who fails to complete the non-degree admission in the seven-week conditional registration period (see page 17 -Graduate Credit) will NOT be permitted to register for the next quarter, and all transcripts showing the course work taken, until all admission requirements are met.

No international student on a non-immigrant visa may enroll in the provisional status.

Admission of international Students: The Graduate School can accept only students who have outstanding records. An international student must have the equivalent of at least a B on a 4.0 undergraduate course work and a B+ on all previous graduate work. On various grading scales, this would include:
- a. 3.0 and 3.5 on 4.0 scale
- b. 14 and 15 on 20 point scale
- c. 80.0 from Chinese institutions
- d. 1st Class or Division from Indian institutions
- e. Upper 2nd Class Honors on various British systems. Other grading systems will be evaluated upon receipt of transcript.

An international student may apply only for the summer or fall quarters. If a student is transferred spring term and chooses to receive a degree from a U.S. or Canadian institution, an exception may be made to enter the winter or spring quarters. Requests must be made in writing by the student and endorsed by the UTK department concerned.

The Graduate Office must be notified if a change in the admission date occurs.

An applicant must present: (1) official school or university records, with certified translation; and proof of a Bachelor's degree from a college or university accredited by the appropriate regional accrediting agency; (2) documented evidence of financial resources sufficient to support the student and his dependents for the period of registration as a student; and (3) certification of English proficiency. Every student whose native language is not English must either submit a score of at least 25 on the Test of English as a Foreign Language (TOEFL), take the English for Foreign Students (or a course assigned by the English Department) for undergraduate English proficiency is gained.

No international student on a non-immigrant visa may take more than 18 total hours of courses while in transient status.

Eligibility of Seniors: A senior in The University of Tennessee system who needs less than 45 quarter hours to complete the requirements for a Bachelor's degree and has at least a B average (3.0), may take sufficient work for graduate credit to make a total of not more than 15 credit hours during one academic year. The University of Tennessee graduate courses, without being admitted to the Graduate School, under the following conditions:
1. The student's advisor must approve in advance the student's enrollment in each such course.
2. The student may not enroll in a total of more than 15 quarter hours of graduate courses.
3. Approval of the Vice Chancellor for Graduate Studies and Research must be obtained each quarter at registration through the Graduate Office.

Enrollment of Veterinary Students in Graduate Courses: A student in good standing in the professional (D.V.M.) curriculum of the College of Veterinary Medicine may enroll in University of Tennessee graduate courses, without being admitted to the Graduate School, under the following conditions:
1. The student's advisor must approve in advance the student's enrollment in each such course.
2. The student may not enroll in a total of more than 15 quarter hours of graduate courses.
3. Approval of the Vice Chancellor for Graduate Studies and Research must be obtained each quarter at registration through the Graduate Office.

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1. The student's advisor must approve in advance the student's enrollment in each such course.
2. The student may not enroll in a total of more than 15 quarter hours of graduate courses.
3. Approval of the Vice Chancellor for Graduate Studies and Research must be obtained each quarter at registration through the Graduate Office.
Any exceptions to this policy shall be made by petition to the Graduate Council of The University of Tennessee, Knoxville. Evasion of these restrictions through temporary resignation, acceptance of a lower rank, or leave of absence is not allowable. A faculty member, however, does graduate work on a non-degree basis.

Admission Procedures

Procedures for admission are as follows: (1) complete the ‘Application for Admission’ form (first page of the catalog); if applying for a degree program or if desired as a non-degree student, select a major from those listed on pages 8-9; (2) return the completed application form along with a $10 application fee as soon as possible; (3) request the registrar of all colleges and universities attended to send two official transcripts to the Graduate School (all documents, including transcripts, submitted for admission become the property of the University and will not be returned); if applying as a provisional student, submit evidence of the Bachelor’s degree; (4) if required, submit scores from the Graduate Record Examination or Graduate Management Admission Test; and (5) request that any reference or rating forms required as part of the application file be sent to the Graduate Office or where indicated.

 Anyone with a Bachelor’s degree wishing to take courses for graduate credit, whether or not he/she desires to become a candidate for a degree, must make formal application for admission to the Graduate School or submit the Transient Form. No action is taken until a file is complete.

Examinations

Applicants for admission to many of the degree programs are required to submit scores from the Graduate Record Examination or the Graduate Management Admission Test. (Refer to pages 8-9 for majors requiring these examinations.) All students whose native language is not English must submit scores from the Test of English as a Foreign Language (TOEFL) unless graduated from an accredited institution in the United States.

Each applicant is individually responsible for arranging for examination and for transmission of these scores directly from Educational Testing Service to the Vice Chancellor for Graduate Studies and Research. Application forms may be obtained from Educational Testing Service, Princeton, New Jersey 08450, or from the UTK Graduate School Office.

The completed application form and examination fee must reach the proper office at the Educational Testing Service approximately one month in advance of the test date (tests are given four to five times each year). Approximately six weeks should be allowed for the examination results to reach the University.

The University of Tennessee is an approved testing center for all examinations.

Readmissions

A student who has not attended the Graduate School at The University of Tennessee, Knoxville for more than five quarters must apply for readmission. Since readmission is not automatic, a readmissions application must be submitted at least two weeks prior to desired reentry date. A student who has attended another accredited institution for enrollment at the University must submit two official transcripts showing all course work and any degrees earned at that institution. The student will be notified when the application is received and when action has been taken by the department and the Graduate School. If readmission is denied, the student may receive graduate credit for the work taken during the initial quarter; however, future registration will not be permitted until the student is fully readmitted to the Graduate School. Students are urged to reapply well in advance of planned registration.

Registration Procedures

Dates of registration are listed in the University Calendar (front of catalog). Students should report to the Graduate School to obtain registration materials (loan form and timetable of classes giving details concerning registration procedures) and then should see a department advisor to plan a program and obtain a signature. If admitted as a non-degree or provisional student, permission for registration may be obtained from the department or from the Graduate Office.

Registration requires two days. The University holds advanced registration at approximately the middle of a given quarter for the subsequent quarter. Information may be obtained from the Graduate Office. If a student participates in advanced registration, the student should obtain the class schedule and pay fees on the first day of registration.

All graduate students, including graduate and teaching assistants, research assistants, and scholarship or fellowship holders, should complete the registering procedure at registration (in Stokely Athletics Center) or afterwards at the Treasurer’s Office, where the assessment of their tuition and fees will be determined. Those who do not report to the Treasurer’s Office before the established deadline for paying fees will be charged the late registration fee. Retroactive registration is not permitted.

Fees, Fee Classification, and Financial Aid

University Fees

University fees are determined by the Board of Trustees and are subject to change without notice. The general fees in effect for graduate students are as follows:

<table>
<thead>
<tr>
<th>Fee Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>APPLICATI0N FEE:</td>
<td>$10</td>
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<tr>
<td>Each graduate application for admission must be accompanied by a fee of $10 before it will be processed. (Fee not required if: (1) former UTK graduate student; or (2) graduate application fee previously paid at another UT campus.)</td>
<td></td>
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</table>

If a student applies but does not enter graduate school within twelve months after date of requested admission it will be necessary for him or her to resubmit the $10 application fee and application. This fee is not refundable.

<table>
<thead>
<tr>
<th>MAINTENANCE FEE (all students):</th>
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<tbody>
<tr>
<td>PER QUARTER $172</td>
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<table>
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<tr>
<th>TUITION (additional for out-of-state students):</th>
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</thead>
<tbody>
<tr>
<td>PER QUARTER $334</td>
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NOTE: In lieu of the above charge for tuition and/or maintenance fee, part-time students may elect to pay fees computed by the quarter hour credit (or audit) as follows:

<table>
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<tr>
<th>In-State</th>
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<tbody>
<tr>
<td>$25 per quarter hour or fraction thereof; minimum charge $75.</td>
</tr>
<tr>
<td>Out-of-State</td>
</tr>
<tr>
<td>$58 per quarter hour or fraction thereof; minimum charge $174.</td>
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</tbody>
</table>

All fees collected at registration are subject to audit for correctness. Adjustments, if needed, will be made after final audit.

<table>
<thead>
<tr>
<th>UNIVERSITY PROGRAMS AND SERVICES FEE:</th>
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<tbody>
<tr>
<td>PER QUARTER $25</td>
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</tbody>
</table>

All graduate students taking in excess of 6 quarter hours per quarter will be assessed a University programs and services fee of $25 per quarter. Part-time students taking 8 quarter hours or less will be assessed at the rate of $1 per quarter hour or fraction thereof; minimum charge $3.

The fee for the summer quarter will be $18. Part-time students taking 8 quarter hours or less will be assessed at the rate of $1 per quarter hour or fraction thereof; minimum charge $3.

Graduate and teaching assistants, as well as fellowship students who may have waiver of fees (tuition and/or maintenance), must pay the appropriate University Programs and Services Fee.

Students enrolled exclusively in Evening School or at off-campus centers will be exempt from the programs and services fee.

Knoxville campus students taking a course load of 6-8 hours may elect to pay the full programs and services fee.

This fee is not refundable.

<table>
<thead>
<tr>
<th>LATE REGISTRATION FEE:</th>
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</thead>
<tbody>
<tr>
<td>All students are required to have a validated fee receipt to complete the registration procedure. This includes students whose fees are billed, prepaid, or waived. Students who do not complete registration on the regular dates scheduled for this purpose will be charged a late registration fee of $2 up to $43. See the University General Catalog for application of this fee. The payment of fees with a check which is not honored by the bank will incur a service charge of $10 to $43, depending on the date the check is redeemed.</td>
</tr>
</tbody>
</table>

| MUSIC FEE: |
| One-half-hour lesson per week, per quarter $20 |
| One-hour lesson per quarter $40 |

Payable by students receiving individual instruction in music.

<table>
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<tr>
<th>GRADUATION FEE:</th>
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<tbody>
<tr>
<td>Master’s degree candidates $16</td>
</tr>
</tbody>
</table>
Doctoral degree candidates.........$41
There is no additional charge for diploma, binding, or microfiling. A processing fee is non-refundable and is valid for three quarters after the quarter in which it is paid.

DEFERRED PAYMENT SERVICE FEE: ...$3
This fee is applicable when the payment of any full or partial fees is deferred, including accounts which must be billed to outside agencies, organizations, and institutions. This fee is also applicable when any additional charge (out-of-state tuition, music fee, room and board adjustments) is not paid within five regular business days after the date it was incurred.

It is the student's responsibility to take the initiative to pay all University obligations promptly.

AUDITORS FEE:
Fees for courses being audited are the same as courses taken for credit. For fee purposes, non-credit seminars are considered as one-hour courses.

REFUND OF FEES FOR WITHDRAWAL:
Withdrawal from school for the quarter after registration is cancelled must be by official notification to the Withdrawal Office, Student Counseling and Services Center, 900 Volunteer Boulevard, whether or not fees have been paid, classes have been attended, or the schedule is incomplete. Failure to attend class does not automatically withdraw or drop a student from school or class. The effective date of withdrawal is the date the Withdrawal Office is notified by the appropriate office.

The above refund policy does not apply to the Engineering Center, the College of Business Administration, or courses offered at extension centers or over the Telephone Extension Program.

WAIVER OF FEES:
Graduate assistants, teaching assistants, and others whose fees are billed, prepaid, or waived must complete their registration with the Bursar's Office, where they should have their fee tung validated and supply necessary details concerning fee payment waiver.

NOTE: All fees are subject to change.

Fee Classification for the Purpose of Paying University Fees
Shortly after a student applies to the Graduate School, notification of the receipt of the application, application fee, and residency classification for fee purposes is sent.

If a student has any questions concerning the residency status, he/she should contact the Residency Clerk at the Graduate School Office. If a student is classified as out-of-state, but resides in Tennessee, is a full-time employee in the state, or at Fort Campbell, Kentucky, and elects to attend the University on a part-time basis (6 hours or less), he/she must apply for a waiver of the out-of-state portion of the fees prior to the date of registration. Forms are available from the Residency Clerk at the Graduate School Office.

Rules for Determination of Status:
(1) Every person having his or her domicile in this state shall be entitled to classification as an in-state student for fee and tuition purposes. No person having domicile elsewhere than in this state shall be eligible as an in-state student for tuition purposes.
(2) The domicile of an unemancipated person is that of the parent.
(3) Unless employing for in-state, an emancipated person who provides persuasive evidence of domicile may apply for in-state classification for said person's unemancipated children; and provided that said person remains domiciled in the state.
(4) Any person who remains in this state when the parent, having theretofore been domiciled in this state, removes from this state, shall be entitled to classification as an in-state student so long as attendance at a school or schools in this state shall be continuous.
(5) An unemancipated person whose parent is a member of the armed forces and stationed in this state or at Fort Campbell, Kentucky, pursuant to military orders shall be classified as an out-of-state student but shall not be required to pay out-of-state tuition. The student, while in continuous attendance toward the degree for which he/she is currently enrolled, shall not lose his/her residence when the parent thereafter is transferred on military orders.
(6) Part-time students who reside in this state or at Fort Campbell, Kentucky, pursuant to military orders and who would be classified out-of-state in accordance with other provisions of these regulations, will be classified out-of-state but will not be required to pay out-of-state tuition while enrolled as part-time students. (Students must apply for this status each quarter).

Presumption. Unless the contrary appears from clear and convincing evidence, it shall be presumed that:
(1) No emancipated person shall be deemed to have gained residence while attending any education institution in this state as a full-time student, as such status is defined by the governing board of such institution.
(2) The domicile of a married person shall be determined by the provisions of these regulations independent of the residence of the spouse.
(3) A person who does not gain or lose in-state status for reason of his or her presence in any state or country while a member of the Armed Forces of the United States, provided that a member of the armed forces may obtain in-state status for the member and dependents by establishing domicile in this state.

Establishment of Domicile. If a student asserts that he/she has established domicile in this state:...
in Tennessee, the student has the burden of proving such assertion.

Appeal. The student who wishes to appeal his/her initial residency classification should contact the Residency Clerk in the Graduate Office.

Effective Date for Reclassification. If a student classified nonresident applies for in-state residency classification at the beginning of a quarter or semester and is subsequently so classified, the in-state residency classification shall be effective at the beginning of the quarter or semester in which application for reclassification was submitted.

Student Financial Aid

The University of Tennessee offers a comprehensive program of financial aid for full-time students who otherwise would not be able to attend the University. Through this financial aid program an eligible student may receive one or more types of assistance to help pay college expenses.

Financial need is defined as the difference between available family resources and the total expenses of attending the University. If there is a deficit, the student is considered to be in need of financial assistance. To assist in determining the need for financial aid, the University of Tennessee utilizes the need analysis system of the College Scholarship Service (CSS). Through the use of the CSS Financial Form the Financial Aid Office determines the amount the parents and student can reasonably be expected to contribute toward meeting educational expenses. For more detailed information on the determination of need, please refer to the brochure entitled, "Financial Assistance for Students."

The University of Tennessee has two basic types of financial aid for graduate students—loans and part-time employment. These may be awarded individually or in combination according to the needs of the student.

Fellowships and Assistantships

The Hilton A. Smith Graduate Fellowships for full-time studies at The University of Tennessee, Knoxville are awarded on the basis of ability and without regard to the field of study of the candidate. Monthly stipends are provided, and tuition and maintenance fee are paid by the University. Successful applicants need better than an overall 3.2 grade point average and high scores from the Graduate Record Examination or the Graduate Management Admission Test.

Application packets are available in the Graduate Office from November 1 through February 1. Completed applications, including all required supporting material, must be submitted to the Assistant Director of Graduate Admissions by February 15. Awards will be announced March 15.

Graduate assistantships and additional fellowships are offered through many departments of the University. The stipends usually provide for payment of tuition and maintenance fee by the University.

Information concerning these types of assistance may be secured by writing to the head of the department in which the student expects to study.

Student Loans

National Direct Student Loans. Long-term loans are available primarily through the National Direct Student Loan Program. Proven need for financial assistance determines eligibility.

Loan repayment and interest payments on National Direct Student Loans are deferred until after graduation as the individual remains in at least half-time attendance at an accredited institution of higher education in the United States.

Repayment may also be deferred for a period of 2 years while the borrower is serving in the Armed Forces, Peace Corps, or Vista. Interest is 3 percent per year on the unpaid balance. The maximum repayment period is 10 years with the current minimum annual repayment of $390 or 10 percent of the accumulated loan, whichever is greater.

If upon graduation the student becomes a full-time teacher in a public or non-profit school which is designated by the commissioner as having a high enrollment of low-income families or becomes a teacher of the handicapped, 15 percent of the total principal plus interest is cancelled for the first and second years, 20 percent for the third and fourth years, and 30 percent for the fifth year. If after graduation the student becomes a staff member in a preschool program which is operated for a period comparable to a full school year, 15 percent of principal plus interest will be cancelled for each year of service. Cancellation for up to 50 percent of the loan will also be given at the rate of 12.1 percent of the total principal plus interest for each year of Armed Forces service in an area of hostility.

Graduate level students may be extended annual loans of $2500 to a maximum accumulated (undergraduate and graduate) loan total of $10,000. The above regulations and provisions of the National Direct Student Loan Program are subject to change by federal legislative action.

The University of Tennessee Student Loans. Student loans from University sources are available to currently enrolled students with a 2.0 or above cumulative grade point average. A loan of up to $250 per quarter to an annual maximum of $1000 can be extended. One such loan or consolidation loan is required for each promissory note and a new promissory note must be completed each year. The interest is 3 percent per annum payable annually on July 1. Repayment begins on the fourth month following the last day the student ceases to be enrolled on a half-time basis. Extensions may be obtained if academic studies are continued at the graduate level. The borrower may, without penalty, pay all or part of the loan at any time before the maturity date.

Student Employment

Two employment programs are administered in the Financial Aid Office to help students find part-time employment. The College Work-Study Program is a federal work program which provides jobs for students who have financial need and who must earn a part of their educational expenses. Eligibility for employment in jobs on- or off-campus where they work approximately 15 hours per week.

The Student Employment Service operates as a central referral agency. It coordinates listings of part-time employment from both University and private employers with the requests of students seeking part-time employment. Referrals are made in accordance with the student's skills and qualifications. Part-time jobs average from 15- to 20 hours per week.

Spouses of full-time students or students not enrolled full-time in the University should contact the Personnel Office, 1900 Terrace Avenue, The University of Tennessee, Knoxville, 37916, concerning employment.

Other Assistance

Guaranteed Student Loans to help meet educational expenses may be available through the federal government or a state guaranteeing agency. Local banks or credit unions can determine participation in the program. To receive the loan, one must be admitted to or in regular full-time attendance in good standing at the University. Interest on such loans is paid by the federal government while the student is in school if the student is eligible for interest benefits. During the repayment period which begins no less than nine months after graduation or withdrawal from the University, the student pays up to 7 percent simple interest.

Total loans outstanding may not exceed $10,000 for a graduate student.

Complete information is available at most banks and credit unions. In the state of Tennessee, write the Tennessee Student Assistance Corporation, 707 Main Street, Nashville, Tennessee 37206.

Application Procedures

Because a student's resources can decrease and increase significantly during an academic year, the University requires each student to apply annually for renewal of financial aid.

1. Complete and submit the Application for Student Financial Aid on or before April 1.
2. Complete and submit a financial statement to the College Scholarship Service approximately three weeks prior to the priority deadlines.

Financial aid programs, policies, and procedures are subject to annual change. Therefore, those interested in applying for financial aid should refer to the current information brochure, "Financial Assistance for Students," distributed by the Financial Aid Office.

Applications for financial aid can be obtained by writing to The Financial Aid Office, 301 Student Services Building, The University of Tennessee, Knoxville, Tennessee 37916.

Veterans' Benefits

Students applying for veterans' benefits should contact the Veterans Affairs Office, Room 209, Student Services Building.
modern facilities which are conducive to academic achievement and personal development. Single graduate students have the same priority as other single students and academic achievement and personal responsibility are emphasized. The Holt Avenue Apartment Residence Hall accommodates, on a graduate floor, students in groups of four. It is the responsibility of each resident to maintain the apartment by University standards. Further information can be obtained from the Office of Residence Halls, 405 Student Services Building.

Assistant Head Resident positions are available for single graduate students. The Assistant Head Resident is responsible to and assists the Head Resident in coordinating and supervising assigned aspects of the operation of the hall to which the assignment is made. The position is a part-time live-in position with employment on a 9-month basis. Summer employment may be possible. Further information can be obtained from the Office of Residence Halls, 405 Student Services Building.

Married Students: The University has provided excellent apartment facilities in several locations for married students. Information and application for these facilities may be secured from the Office of Rental Properties, Stadium Hall.

Services to the Physically Disabled

Services relating to academic programs for students with physical disabilities, whether permanent or temporary, are coordinated by the Office of the Dean of Admissions and Records, 305 Student Services Building. In conjunction with the Physical Plant Office, the UT Bookstore, the Student Activities Office, and the academic departments, efforts are made to assure that attendance at The University of Tennessee, Knoxville is as convenient as possible for students with physical disabilities.

These services include assistance during registration (preregistration, collection of classes, scheduling of fees, drop and add); the securing of special parking permits, elevator keys, tickets for special events; and similar efforts to relieve the special mobility problems of the students. The Physical Plant Office coordinates efforts to eliminate physical barriers to the degree possible, with priority being given to access and facilities for academic buildings.

The Office of the Dean of Admissions and Records assists students in the scheduling of special class sections in order to respond to the particular needs of the physically handicapped.

Vehicle Operation and Parking

The University of Tennessee endeavors to provide adequate facilities for the increasing number of vehicles being operated by students and staff. However, the areas available for parking are necessarily limited. In an effort to provide parking facilities and to reduce the traffic congestion within the campus area, large student parking areas are located on the perimeter of the campus. The University provides an intracampus bus system connecting parking areas with the main campus for a minimal fee. Staff parking areas are located throughout the campus.

Each person who operates a motor vehicle in connection with attendance or employment at the University must register that vehicle with the traffic section of the Security Department. A University Traffic and Parking Authority determines the parking policy, traffic regulations, and fees, and this information is published each year in the "University Traffic and Parking Regulations." The large volume of vehicles operated in and around the University campus necessitates strict adherence to the "University Traffic and Parking Regulations"; consequently, a system of fees for violations of these regulations is established by the University. A violation of the policy with respect to the parking and traffic regulations is indicated by the following policy of the UTK Traffic and Parking Authority.

Any staff member or student who has failed to pay traffic citations is subject to disciplinary action up to and including termination or dismissal from the University. Students with unpaid traffic citations will not be permitted to register at the beginning of a quarter until indebtedness is cleared. A staff member with unpaid traffic citations will not be allowed to register the vehicle or purchase a parking permit. If a traffic citation is not paid or appealed within 10 working days after issuance, a penalty of 50 percent of fee will be assessed. This penalty does not apply to fire lane and handicap violations. For these violations, a fee of $25 is assessed, plus the $20 impoundment fee.

Computing Center

The University of Tennessee Computing Center (UTCC) provides facilities and services for the University's teaching, research, public service, and administrative activities. UTCC maintains close contact with the UTK academic community by supporting research and administrative activities. UTCC also has an IBM 360/40 used exclusively for administrative work. UTCC's equipment consists of an IBM 360/65, an IBM 370/3031 and a DECSystem-10 which are used in research, instruction, and administrative work. UTCC also has an IBM 360/40 used exclusively for administrative work. The IBM 360/65 has 2.75 million bytes of memory, and the IBM 370/3031, four million bytes. The DECSystem-10 is a 1090 configuration with 512K words of memory. UTCC supports remote job entry stations (card reader/line printer) with the IBM 360/65 and 370/3031-DECSystem-10 combination and CalComp plotters. The IBM 360/65 runs under OS/360 MVT with HASP II. The IBM 370/3031 runs under SVS with HASP II. The DECSystem-10 runs under TOPS-10. Time sharing features include ATS/360, Coursewriter III, APL, FORTRAN, BASIC, COBOL, MACRO, and other special purpose application programs.

UTCC publishes a User's Guide which describes the use of the IBM 360/65/370/3031 and the DECSystem-10 User's Guide which describes the use of the DECSystem-10. The guides are available at the UT Book and Supply Store. UTCC also publishes a monthly Newsletter which announces systems, equipment and procedural changes and contains other items of interest to users. Program writeups and special user's guides are also available.

UTCC periodically offers intensive training seminars of several days duration in computer utilization on the IBM 360/65/370/3031 and the DECSystem-10. These seminars are primarily for faculty, staff and graduate students who use or plan to use UTCC facilities. UTCC offers non-credit short courses each quarter in topics such as computer programming languages and special purpose programs. These courses are announced in the Newsletter and in the UT News sections of the UT Daily Beacon.

Computing services can be requested via the request for services form available from the receptionist, 200 Stokely Management Center. All users of UTCC facilities are assigned a consultant to provide user assistance.

Office of International Student Affairs

This office, located at 201 Alumni Hall, assists students from other countries with the many matters that are of particular concern to them during their stay in the United States. International Student Affairs serves as the official University representative in all matters involving immigration authorities, international educational organizations, and foreign governments.

The office maintains the student's official immigration records and handles questions regarding immigration regulations. It coordinates such projects as a community volunteer program for international students and activities for student spouses. To aid the international student's understanding of American life, the Center's staff serves as advisors on personal and related problems. Orientation programs are held at the beginning of each term, and international students are urged to attend them.

International students applying for admission should contact the Chancellor for Graduate Studies and Research, The University of Tennessee, Knoxville, Tennessee 37916.

University International House

The International House is located approximately two blocks from the heart of the campus, at 1601 West Clinch Avenue. Provided by The University of Tennessee and operated by the staff of the Office of International Student Affairs, the House is a social and recreational center where
domestic and international students meet to relax and discuss matters of mutual interest. The small library at "I" House contains books and periodicals from all over the world. The University facility is open during all vacation periods. It fills a vital need, especially between sessions when most University facilities are closed.

The University Library

The University of Tennessee, Knoxville Library owns approximately 1,436,000 volumes, 2,000,000 manuscripts, 60,000 microfilm reels and 1,100,000 items of other microtext, plus recordings, tapes, United States and United Nations documents, and more than 20,000 periodicals and other serial titles, which are received annually. The library's membership in the Association of Research Libraries indicates the University's emphasis on research and graduate instruction at the doctoral level and the support of large, comprehensive collections of library materials on a permanent basis. Interlibrary loan service augments the UTK Library's research holdings. It is for faculty and graduate students and includes borrowing monographs, obtaining copies of needed materials, and providing access to bibliographic services offered by other institutions, such as computer-based data searches and information retrieval.

Library holdings in Knoxville are housed in the James D. Hoskins (Main) Library and its four branches: Agriculture-Veterinary Medicine, Health Sciences, Science-Engineering, and the John C. Hodges Undergraduate Library. The Special Collections section, located in the Main Library, is a repository of regional and local materials, Tennessean, and other specialties, including legislative papers and mementoes of many Tennessee political figures, and the Radiation Biology Archives, comprising the files of a group of internationally renowned scientists. Special Collections materials are of particular interest to scholars in the fields of history, political science, social sciences, biological sciences, and the arts.

The libraries located on the statewide campuses in Chattanooga, Martin, Memphis, Nashville, and Tullahoma are individually administered; all libraries of The University of Tennessee are accessible to all students and faculty in the system.

General Regulations of the Graduate School

Responsibility

A graduate student must assume full responsibility for knowledge of rules and regulations of the Graduate School and departmental requirements concerning the individual degree program. A statement on Graduate Students' Rights and Responsibilities is printed on the back of the student's Admission Status Form. Additional copies are available at the Graduate Office.

Requirements

The Graduate School requirements are minimal and, in many cases, exceeded by those of the individual departments. In some cases, departments have brochures describing in detail their programs and requirements.

Graduate School News

The Graduate School News is published quarterly and is available to all graduate students. Calendars, schedules, and new requirements for degrees are published in order for students to have access to the latest information, some of which may supercede this catalog.

Advisors

The Vice Chancellor for Graduate Studies and Research is the general advisor for all graduate students, but so far as particular courses are concerned, a student is counseled by an advisor from the major department. A new student seeking an advisor should go to the office of the department or program in which the student is major. At the time of each registration, the advisor must approve the program of study for a student. If the student is pursuing a collateral area of study, the advisor, in approving the student's program, should secure the advice of the department representing the collateral area.

Graduate Credit

No student may receive graduate credit for a course unless properly admitted to the Graduate School. It is expected that students will be so admitted prior to registration for courses carrying graduate credit. In some instances, however, students who appear to meet the criteria for admission are allowed conditional registration for graduate credit after filing an application for admission to the Graduate School and paying the application fee. Transcripts (two official copies) and additional materials required must then be filed with the Graduate Office at once if seeking admission to a degree program or as non-degree. If applying for admission in the provisional status, proof of the Bachelor's degree is the only requirement. The student must be admitted to the Graduate School within seven weeks after the last official day of registration. No future registration will be permitted nor a copy of the transcript obtained until the student is properly admitted.

Explanation of Course Listings

Each course listing in the Graduate Catalog contains much valuable information in an abbreviated form. The course number indicates the level at which the course is taught. All 5000-6000 level courses are graduate courses. The 3000-4000 level courses are upper division courses available for graduate credit if listed in the Graduate Catalog and if a "G" is indicated on the registration material at the time of registration for upper division courses. (A "G" will also be placed on the transcript beside the hours credit.)

The official course title appears in bold-faced type following the course number. Numbers in parentheses following the course title indicate the quarter hours credit. If the credit is variable, to be determined in consultation with the instructor, the minimum and maximum are shown (2-3). The course description follows indicating the content to be covered in the course.

Prerequisite courses must be stated indicating that these courses must be taken prior to the course in question. Corequisite courses may be taken prior to or concurrently with the specific course, and recommended prerequisites should be taken previously but are not required.

Many courses may be repeated for a maximum number of hours which may be used toward a degree program and which is stated. Each course contacting a student must be in consultation with the instructor and department that the student can successfully complete. For a letter grade, refer to section on Grades.

At the end of most course descriptions is a symbol indicating the quarter or frequency that courses are normally offered.

F-Fall
S-Spring
W-Winter
E-Every quarter
Sp-Spring
A-Alternate years

These codes are indicated only for Knoxville campus classes and are subject to change without notice. The Timetable of Classes, published several weeks prior to each quarter, is the only official notification indicating the courses offered for the specific quarter. Students should contact the appropriate department/program head concerning courses to be offered in future quarters.

Prerequisites

Graduate work in any department must be preceded by sufficient undergraduate work in the major area and related ones to satisfy the department that the student can successfully complete graduate work in the chosen field. All prerequisites are not listed in the Graduate Catalog since undergraduate records are examined and evaluated by the appropriate department before admission to a degree program.

Maximum Load

The maximum load for a graduate student is 15 hours, and 9 to 12 hours is considered a full load. Registration for more than 15 hours during any quarter including the summer quarter is not permissible without prior approval of the Vice Chancellor for Graduate Studies and Research, who may allow registration of up to 18 hours if the student has achieved an average of 3.6 or better in at least 9 hours of graduate work.

Graduate students are urged to register each quarter for no more hours than they can successfully complete; at the same time,
students should register for a number of hours that is compatible with their utilization of faculty time and University facilities. The formula on which state funds are appropriated to the University recognizes 12 hours per quarter as the full-time registration for undergraduate students. Full-time students who hold fellowships and research assistantships and do not have teaching responsibilities should consider 12 hours to be the minimum full-time registration for each quarter. Full-time benefits are paid by the Veterans Administration on registrations of 9 or more hours in each quarter.

Change of Registration

A student's permanent record card will show all courses for which registration has been completed except those from which the student withdraws during the first 5 consecutive instructional days after the beginning of classes.

Students who fail to attend the first class meeting without prior arrangement with the department may be dropped from the course to make their spaces available to other students. Students have the responsibility to assure that they have been dropped; otherwise, they are liable for a grade of F in the course.

Full-time benefits are paid by the Veterans Administration on registrations of 9 or more hours in each quarter.

Grades in the Graduate School have the following meanings:

A-(4 quality points per quarter hour); indicates superior work.
B+(3.5 quality points per quarter hour); indicates above satisfactory work.
B-(3 quality points per quarter hour); indicates satisfactory work.
C+(2.5 quality points per quarter hour); indicates work of borderline quality. This grade represents work below the standard expected of graduate students.
C-(2 quality points per quarter hour); indicates clearly unsatisfactory work and cannot be used in a graduate program.
F-(no quality point value); indicates extremely unsatisfactory work and cannot be used in a graduate program.
I-(no quality point value); indicates that the student has done satisfactory work in the course, but—because of circumstances beyond control—has been unable to finish all requirements. It is not to be given to enable a student to do additional work to bring up a deficient grade. All incompletes must be removed within two quarters. If a supplementary grade report has not been received by the Graduate Office at the end of the second quarter, the I will be converted to an F. The incomplete will not be counted in the cumulative average until a grade is assigned. A student may graduate with an I on the record.

S/NC (S is equivalent to B or better, and NC means no credit earned. NC grades may be repeated for an S. S/N grading is allowed in a graduate program.)
S/N—(carries credit hours, but no quality point value); S is equivalent to B or better, and NC means no credit earned. NC grades may be repeated for an S. S/N grading is allowed only where indicated in the Graduate Catalog.

The number of S/NC courses to be allowed in a student's program of study shall be limited to one-fourth of the course work hours required (a student may not graduate with a thesis or dissertation) in a program. This would be 9 hours in a 45-hour Master's thesis program or 12 hours in a 48-hour non-thesis program or 18 hours in a doctoral program of 72 hours excluding dissertation hours.

S/N is used for courses which culminate in a thesis, dissertation, or preliminary examination. The N grades take on the value of the S when the thesis or dissertation is accepted by the Graduate School.

Graduate students are required to make an overall minimum grade average of B in courses taken for graduate credit. No graduate student will be allowed to repeat a course for the purpose of raising a grade already received. Transferred work will not be counted in computing the grade average on courses completed in the Graduate School. *If a student receives an I after finishing the course work for the Master's degree but has not received the degree, he/she may graduate with an I with the approval of the Vice Chancellor for Graduate Studies and Research.

Proficiency Examination

A proficiency examination may be given in any academic course offered for graduate credit. To be eligible, a student must be regularly admitted to the Graduate School, and the examination must be recommended by the head of the department offering the course. Students applying for this privilege must present evidence that they have developed the knowledge and abilities expected of graduate students who have taken the same courses. Upon passing such an examination with a minimum grade of B, the student will receive regular graduate credit. A maximum of three graduate courses may be completed by this method. A fee must be paid before administration of each examination. Proficiency examinations may not be used to raise the grade or change the credit in a course previously completed, nor may such an examination be repeated.

English Proficiency

Any student whose native language is not English must present a TOEFL score of at least 525 unless he/she has received a Bachelor's or Master's degree from an accredited institution in the United States. The student must also pass an English proficiency examination prior to initial registration. The regulations concerning this examination are described under Admission of International Students.

Law Courses

Law courses are not available for graduate credit; however, a graduate student may be allowed to take up to 9 quarter hours of law courses and receive credit toward a degree upon approval of the College of Law and the major chairperson. The graduate student must register for the law course during regular registration at the College of Law requesting an S/NC grade only. If a 2.0 or above is obtained in a law course, an S will be recorded on the transcript. If a student earns below a 2.0, an NC will be recorded and the course cannot be used to raise the grade or change the degree requirements. Grades for law courses will not be reflected in the cumulative average.

Different rules apply to the student enrolled in the Dual J.D.-M.B.A. Program. Graduate credit must be earned according to the grading system of the respective college, e.g., numerical grades for law courses, letter grades for graduate courses. Refer to page 37 for the grading scale acceptable toward meeting degree requirements. Cumulative GPA for law courses only will be carried until graduation, at which time both the graduate and the law cumulative will be shown on the permanent record.

Auditors

Persons who wish to attend certain classes regularly, without taking examinations or receiving grades or credit, may do so by completing a graduate application, paying the application fee, registering as auditors, and paying regular fees. Auditors are not permitted to participate in examinations and recitations, or use laboratory equipment and materials.
Correspondence Study

No graduate credit is allowed for work done by correspondence study with this or any other university.

Transfer Credits

A maximum of 9 quarter hours (6 semester hours) may be transferred into a student's Master's program from work taken at accredited institutions. (Extension courses at other universities are not applicable.) One-half of a student's program may be transferred from within The University of Tennessee System.

Such work must have been taken for graduate credit and passed with a grade of B or better, be part of an otherwise satisfactory graduate program (B average) but not used toward another degree, and be listed on the Admission to Candidacy Form approved by the committee members and the Vice Chancellor for Graduate Studies and Research. Ordinarily, course work from foreign institutions is not transferred since these institutions have not been accredited. This course work must be completed within the six-year period prior to the receipt of the degree. The same rule applies also to the Specialist in Education degree. Courses transferred into a student's Master's program may consist of a combination of University of Tennessee System courses and courses from other institutions so long as the total accepted does not exceed one-half the total program, and courses accepted from outside The University of Tennessee System do not exceed 9 quarter hours. Transfer credits will be placed on The University of Tennessee transcript record only after the student has been admitted to candidacy.

Courses taken for graduate credit at another institution and passed with a grade of B or better from a satisfactory graduate program (B average) may be accepted in a student's doctoral program. The number of hours a student may include will be determined by the doctoral committee. They must be listed on the Admission to Candidacy form and approved by the committee members. Although the hours may be used as part of the requirements for the degree, the courses will not appear on The University of Tennessee transcript record.

Official transcripts must be received by the Vice Chancellor for Graduate Studies and Research directly from appropriate institutions before any transfer of credit will be approved.

Credits accepted in either the Master's or doctoral program will not affect the minimum residence requirements, nor will they be counted in determining the student's grade average. Neither will they count toward meeting 5000- or 6000-level requirements for an advanced degree.

Revision of Program

A student who wishes to revise a major program of study must complete a "Request for Revision of Graduate Program" form which can be obtained from the Graduate Office. It is necessary to obtain the signature of the head of the department in which admission was previously granted. No signature is needed if a student is requesting a change from non-degree or provisional to a degree program or from one degree to another in the same department.

Time Limit

The time limit for the use of graduate credit toward a Master's degree is six years from the beginning date of the earliest course applied toward the degree. The last 45 hours of credit for the Specialist in Education degree must also be earned within a period of six years prior to the award.

Normally, these time limits may not be extended. However, in exceptional cases, courses taken beyond these periods may be recognized after special examination or other means recommended by the department and given prior approval of the Vice Chancellor for Graduate Studies and Research.

The doctoral program must be completed within a period of five years after passage of preliminary examinations.

Residence Requirements

There is no residence requirement for any Master's program.

The Specialist in Education Degree requires one quarter of full-time study if the student has a Master's degree. A student without a Master's degree is required to have two consecutive quarters of full-time residence.

The minimum residence for any doctoral degree is one academic year of three consecutive quarters of full-time study (minimum of 9 hours) in the resident graduate program. A student in residence is devoting essentially all energies to graduate study on campus. Part-time enrollment does not count toward this requirement.

Consecutive quarters include the summer quarter.

Theses and Dissertations

All theses and dissertations are submitted to the Graduate School Thesis Consultant for approval before they are officially accepted for the Graduate Council. A student may confer with the Thesis Consultant regarding any problems or questions encountered during the preparation of the final copy of the thesis or dissertation. Students should also consult the Graduate School Thesis and Dissertation Manual as a guide to the correct format for the thesis or dissertation.

Before a thesis is deposited in the Library, it is the responsibility of the Thesis Consultant to examine the materials and to make sure that the report is mechanically accurate and attractively presented, is free of technical errors in format, is suitable for binding, and reflects credit upon the University and its graduate program. If the form of the thesis is not thus approved, the student must make whatever corrections are necessary and submit the materials again.

A one-hour Thesis Workshop is held each fall and summer quarter for all interested students. The date for the Workshop is announced in the Graduate School News.

Academic Termination

Continuous registration is not automatic. Graduate education (particularly at the doctoral level) requires continuous evaluation of the student. This evaluation includes not only the candidate's performance in evaluations such as satisfactory cumulative grade point average, satisfactory completion of the preliminary examination and approval of the dissertation or thesis but also the overall appraisal by the faculty of the student's progress and potential. The determination to dismiss a student for academic reasons requires various indicators both objective and subjective: a student may be terminated from a program regardless of his or her grade point average. Although a B average is required for graduation, the determination of whether a student is making satisfactory progress toward the degree does not depend solely on his or her grade point average but reflects the appraisal of the student's total record and potential.

Departments (programs) may develop requirements for graduation or continuation in addition to the minimum requirements set forth in this Catalog. Such additional requirements must be in writing and on file in the Office of the Dean for Graduate Studies. It is the student's responsibility to become familiar with any additional requirements of his/her department (program).

Appeals Procedure

Normally grievances should be handled at the departmental level through the student's advisor or the department or program head. Further appeal may be made to the Vice Chancellor for Graduate Studies and Research, then to the Graduate Council and then to the Chancellor. The By-Laws of the University (Article V, Section 7) provide that any individual may ultimately appeal to the Board of Trustees, through the President. A copy of the detailed procedure is available in the Graduate Office and in each department.

Requirements for Advanced Degrees

Master's Degrees

Master's degree programs offered in the Graduate School are listed under "Majors and Degrees Available" on pages 8-9. See also chart, page 22, for a summary of procedures for these degrees.

Non-Thesis Programs: Some departments offer optional non-thesis programs for the Master's degree. Departmental announcements indicate whether the option is available.

Course Requirements: A candidate for a Master's degree must present a total minimum credit of 45 quarter hours of approved graduate courses. These hours may be entirely in one major subject or may include one or two minors, if approved by the student's faculty advisory committee and the
Vice Chancellor for Graduate Studies and Research. The major subject must include at least 18 quarter hours credit of course work except in the MBA degree program. A minor shall consist of not less than 9 or more than 18 quarter hours of course work.

All courses for which a student registers must be completed (unless officially dropped) before graduation. At least one-half of these total hours in the graduate program must be at or above the 5000-level, of which no more shall consist of not less than 9 or more than 18 except in the MBA degree program. A minor Research. The major subject must include at least 9 quarter hours of graduate-level work. The advisor or department head concerning additional requirements. The student does not have a minor, all members of the rank of assistant professor or above. If a committee consists of a minimum of three members, with the student's major professor concerning the composition of a committee. The committee consists of a minimum of three members, with the rank of assistant professor or above. If a student does not have a minor, all members may be from the major department. If a student has a minor, one member of the committee must be from the minor department. A student should consult with the advisor or department head concerning the Master's committee after one quarter of graduate-level work.

Admission to Candidacy: Application for admission to candidacy for the Master's degree is made as soon as possible after the student completes any required prerequisite courses and 15 hours of graduate course work with a B average in all courses taken for graduate credit. Approval of the Vice Chancellor for Graduate Studies and Research is required. The student must submit the Admission to Candidacy form, with appropriate signatures, to the Graduate Office no later than commencement day of the quarter following the quarter in which he/she plans to graduate. The deadline for submission of this form is given each quarter in the Graduate School News.

Thesis Registration: A minimum of 9 quarter hours and, in some approved programs, a maximum of 12 quarter hours of course work (course number 5000 which is variable credit) in the major may be earned in the preparation of an acceptable thesis, representing original, independent work. A student must be registered for a thesis course each quarter work is being pursued on the thesis. If the thesis is not completed during the quarter in which the student registers for the last 3 hours of 5000, the candidate shall continue to register for a minimum of 3 hours of 5000 each quarter until the quarter in which the thesis is accepted by the Graduate School. Similar rules apply when problems are used in lieu of the thesis.

Non-Thesis Registration: Students pursuing the non-thesis program using University facilities or faculty time must be registered for course 5002 if not registered for other courses. Students taking the final examination but not otherwise registered must pay a fee of $50. Final exams will not be scheduled until one of the above is met.

Final Examination for Thesis Students: A candidate presenting a thesis must pass a final oral (or oral and written) examination on all work offered for the degree. The examination is not merely a reexamination over course work, but is a test of the candidate's ability to integrate material in the major and related fields, including the work presented in the thesis. The examination will be scheduled through the Graduate Office shall be held at least 10 days before the final date for submission of theses to the Graduate School. The complete thesis, in a form approved by the major professor, shall be distributed to all committee members at least one week before the date of the final oral examination. This examination will be conducted by a committee of not fewer than three faculty members, with the student's major professor as chairperson. (Members of the University faculty may attend the examination.) In case of failure of the final examination, the candidate may not appear for reexamination until the following quarter. The result of the second examination is final.

Final Examination for Non-Thesis Students: A non-thesis student must pass a final written examination on all work offered for the degree. The department may or may not follow this examination with an oral examination.

The examination is not merely a reexamination of course work but is a test of the candidate's ability to integrate material in the major and related fields. It must be scheduled through the Graduate Office in accordance with the Graduate School News deadlines and will be conducted by a committee of not fewer than three faculty members, with the student's major professor as chairperson. In case of failure of the final examination, the candidate may not appear for reexamination until the following quarter. The result of the second examination is final.

Thesis: The thesis represents a culmination of an original research project completed by the student. The organization, method of presentation, and length of the thesis are important in conveying to others the value of the research. Two copies of the thesis must be submitted to and approved by the Graduate School before the dates specified by the Graduate School. Each copy of the thesis must include an approval sheet, signed by the members of the committee, which certifies to the Vice Chancellor for Graduate Studies and Research that the committee has examined the final copy of the thesis and found its contents to be satisfactory. The student should check with the department head concerning additional required copies of the thesis. The thesis must be prepared according to the Graduate School Thesis and Dissertation Manual.

Specialist in Educational Degree

The Specialist in Education (Ed.S.) degree is offered in Curriculum, Instruction, Educational Administration and Supervision, Educational Psychology and Guidance, Safety Education and Service, and Vocational-Technical Education. Students in the Graduate School who become candidates for the Ed.S. must have a minimum of one year of teaching experience or its equivalent. Admission to the Specialist in Education program requires formal application for admission to Graduate School, followed by processing and recommendation by the department or area in which the student is majoring, and is dependent upon final approval by the Vice Chancellor for Graduate Studies and Research.

The formulation of the student's program, supervision of program development, recommendation for admission to degree candidacy, direction of research, and qualifying and terminal examinations are executed by a committee of not fewer than three faculty members. This committee is appointed upon request from the department head by the Vice Chancellor for Graduate Studies and Research and shall include a minimum of two members from the department or area of specialization. See chart, page 23 for summary of procedures.

Course Requirements: Each student's program involves a minimum of six quarters of study totaling not less than 90 quarter hours. A student with a Master's degree is required to have at least one quarter of full-time residence. A student without a Master's degree is required to have two consecutive quarters of full-time residence.

A minimum of 12 quarter hours from collateral fields in professional education (outside the major department or area) and 12 quarter hours from fields outside of the College of Education is required for each individual program.

Credits earned in a Master's degree may meet course requirements in the student's Specialist in Education program to which they are specifically comparable. Nine hours of work beyond the Master's degree may be transferred from approved institutions and may be used to meet the student's course requirements. (See Transfer Credits, page 19).

For a student admitted to the program with a Master's degree or appropriate work beyond the Master's degree, program requirements may be met by (1) recommendation of the student's committee and approval of the Vice Chancellor for Graduate Studies and Research, except that no modifications shall be permitted with respect to the following: (1) examination requirements, research requirements, and the minimum of 24 quarter hours of course credit outside the department or area in which the student is majoring, and (2) all graduate course work completed prior to admission accepted as part of the
student's program must be appropriately related to the student's objectives. Undergraduate required for certification at The University of Tennessee in the student's field of specialization may not be taken for graduate credit as part of the program. At least 22% of the last 45 hours of course work, exclusive of the thesis or dissertation, must be in the student's field of specialization. These courses must be in a given area outside of the department of the student's major field. The selection of specific courses is determined by each student's faculty committee, subject to regulations of the Graduate School and approval by the Vice Chancellor for Graduate Studies and Research, preferably before the second year of graduate study. This committee shall consist of at least one member from outside the major department. Three of the four members, including the chairperson, must be approved by the Graduate Council to direct doctoral research.

Doctoral Committee: The student's major professor who serves as the chairperson of the committee, and department head approved by the Vice Chancellor for Graduate Studies and Research. The student must submit the Admission to Candidacy form, with appropriate signatures, to the Graduate Office no later than commencement day of the quarter preceding the quarter in which the student plans to graduate. A qualifying examination is required if the student's Master's degree was earned six or more years prior to admission to the doctoral program. This examination may be written, oral, or both written and oral.

The thesis represents a culmination of an original research project completed by the student. The organization, method of presentation, and subject matter of the thesis are important in conveying to others the student's field of specialization. These courses cannot be transferred from another institution.

Final Examination: The final step in the program is an oral examination covering the student's work in the dissertation. A minimum registration of 36 hours of course 6000 is required of all doctoral candidates before the dissertation will be accepted. The student will continuously register for course 6000 (minimum of 3 hours) from the time that the doctoral research proposal is approved, admission to candidacy is accepted, or registration for course 6000 is begun, whichever comes first, including the quarter in which the dissertation is accepted by the Graduate School. (NOTE: Continuous registration is interpreted to include the summer quarter.) If a student must be away from the University during the doctoral study, the student must request a leave of absence from the department head and approval of the Vice Chancellor for Graduate Studies and Research, be granted a leave of absence from the requirement for periods not exceeding eight quarters.

Preliminary Examination: A comprehensive preliminary examination which is an indication of the student's fitness for completing the program is required of each person working toward the doctorate. This examination must be written but may also include oral examination by the student's committee. The nature and time of the examination will be determined by the student's major department or faculty committee. The preliminary examination must be passed prior to admission to candidacy and at least three quarters in advance of conferment of the degree. The doctoral program must be completed within a period of five years after passage of preliminary examinations.

Language Requirements: Usually candidates for the Ph.D. degree must possess a reading knowledge of at least one foreign language (or languages and some none). Language requirements (for Ph.D.), and the Department of Philosophy and Doctor of Business Administration degrees, original research forms the basis of the dissertation. The Doctor of Philosophy degree requires demonstration of proficiency in at least two types of research techniques. These techniques may include foreign languages, historical research methods, statistics, experimental design, sociological research methods, survey design and analysis, philosophical research methods, or machine data processing. The candidate's faculty committee shall determine the research techniques to be included in the candidate's program.
The dissertation, in the form approved by the major professor, must be distributed to the committee at least two weeks before the examination. The date of the examination is announced publicly and the examination is open to all faculty members.

**Dissertation:** The dissertation represents a culmination of an original major research project completed by the student. The organization, method of presentation, and subject matter of the dissertation are important in conveying to others the results of such major research.

A student should be registered for the number of dissertation hours representing the appropriate fraction of effort devoted to this phase of the candidate's program. A minimum registration of 36 quarter hours of course 6000 is required of all doctoral candidates before the dissertation will be accepted. The student shall continue to register for course 6000 (minimum of 3 hours) for the entire period during which the person is actually working on research and dissertation, including the quarter in which the dissertation is accepted by the Graduate School. The number of hours registered each quarter should be at full-time levels (12 hours) if the facilities and faculty are being utilized at full-time levels.

Two copies of the dissertation (prepared according to the regulations given in the Graduate School Thesis and Dissertation Manual) must be submitted to and approved by the Graduate School. These copies must include an approval sheet, signed by all members of the faculty committee, which certifies to the Vice Chancellor for Graduate Studies and Research that they have examined the final copy and found that its contents demonstrate scholarly achievement. Doctoral forms and a thesis card are also submitted at this time. The student should check with the department head concerning additional required copies of the dissertation.

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### Summary of Procedures for Master's Degrees

<table>
<thead>
<tr>
<th>PROCEDURE</th>
<th>UNDER DIRECTION OF</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admission as a potential candidate (if previously admitted non-degree)</td>
<td>Major departmental advisor and Vice Chancellor for Graduate Studies and Research</td>
<td>Prior to completing 18 hours of course work</td>
</tr>
<tr>
<td>Formation of faculty committee</td>
<td>Major departmental advisor</td>
<td>Prior to application for admission to candidacy</td>
</tr>
<tr>
<td>Submission of application for admission to candidacy (forms at Graduate Office)</td>
<td>Faculty committee</td>
<td>At least one quarter prior to Commencement*</td>
</tr>
<tr>
<td>Approval of admission to candidacy</td>
<td>Faculty committee and Vice Chancellor for Graduate Studies and Research</td>
<td>Prior to Commencement</td>
</tr>
</tbody>
</table>

**GRADUATION REQUIREMENTS**

<table>
<thead>
<tr>
<th>PROCEDURE</th>
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<tbody>
<tr>
<td>Placement of name on graduation list</td>
<td>Student</td>
<td>Indicate on registration material</td>
</tr>
<tr>
<td>Application for diploma</td>
<td>Vice Chancellor for Graduate Studies and Research</td>
<td>See deadline notice available at registration*</td>
</tr>
<tr>
<td>Scheduling of oral or written examination</td>
<td>Major professor, student, and Vice Chancellor for Graduate Studies and Research</td>
<td>Not later than one week prior to oral or written examination*</td>
</tr>
<tr>
<td>Submission of thesis to faculty committee</td>
<td>Faculty committee</td>
<td>At least one week prior to oral examination</td>
</tr>
<tr>
<td>Oral examination</td>
<td>Major professor and committee</td>
<td>Not later than ten days before thesis deadline*</td>
</tr>
<tr>
<td>Removal of incompletes</td>
<td>Instructor of course</td>
<td>Not later than one week before Commencement*</td>
</tr>
<tr>
<td>Submission of final copy of thesis and thesis card</td>
<td>Major professor, candidate's committee, and Vice Chancellor for Graduate Studies and Research</td>
<td>After oral examination and no later than two weeks before Commencement*</td>
</tr>
</tbody>
</table>

*Dates are printed in Graduate School News quarterly.*
### Summary of Procedures for Specialist in Education Degrees

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<td>Major departmental advisor and Vice Chancellor for Graduate Studies and Research</td>
<td>Prior to completing 18 hours of course work</td>
</tr>
<tr>
<td>Admission as a potential candidate (if previously)</td>
<td>Major departmental advisor and Vice Chancellor for Graduate Studies and Research</td>
<td>Prior to application for admission to candidacy</td>
</tr>
<tr>
<td>Formation of faculty committee</td>
<td>Major departmental advisor</td>
<td>At least one quarter prior to commencement*</td>
</tr>
<tr>
<td>Submission of application for admission to candidacy</td>
<td>Faculty committee</td>
<td>Prior to Commencement</td>
</tr>
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<tr>
<td>Scheduling of oral or written examination</td>
<td>Major professor, Vice Chancellor for Graduate Studies and Research</td>
<td>Not later than one week prior to oral or written examination*</td>
</tr>
<tr>
<td>Submission of thesis or problems to faculty committee</td>
<td>Faculty committee</td>
<td>At least one week prior to oral examination</td>
</tr>
<tr>
<td>Oral examination</td>
<td>Major professor and committee</td>
<td>Not later than ten days prior to thesis/problems deadline.*</td>
</tr>
<tr>
<td>Removal of incompletes</td>
<td>Instructor of course</td>
<td>Not later than one week before Commencement*</td>
</tr>
<tr>
<td>Submission of final copy of thesis and thesis card</td>
<td>Major professor, candidate’s committee, and Vice Chancellor for Graduate Studies and Research</td>
<td>After oral examination and no later than two weeks before Commencement*</td>
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</tbody>
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*Dates are printed in Graduate School News quarterly.*
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<tr>
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</tr>
</thead>
<tbody>
<tr>
<td><em>Appointment of faculty committee</em></td>
<td>Vice Chancellor for Graduate Studies and Research on recommendation of major department</td>
<td>Preferably before the second year of graduate study, but at the latest, prior to admission to candidacy</td>
</tr>
<tr>
<td><em>Preliminary examination</em></td>
<td>Major department</td>
<td>Prior to admission to candidacy</td>
</tr>
<tr>
<td><em>Foreign Language examination(s)</em>**</td>
<td>Major department and language department jointly</td>
<td>Prior to admission to candidacy</td>
</tr>
<tr>
<td>Submission of application for admission to candidacy (forms at Graduate Office)</td>
<td>Faculty committee</td>
<td>At least three quarters prior to Commencement**</td>
</tr>
<tr>
<td>Approval of admission to candidacy</td>
<td>Faculty committee and Vice Chancellor for Graduate Studies and Research</td>
<td>At least three quarters prior to Commencement</td>
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</tbody>
</table>

### GRADUATION REQUIREMENTS

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<td>Vice Chancellor for Graduate Studies and Research</td>
<td>See deadline notice available at registration**</td>
</tr>
<tr>
<td>Scheduling of oral examination</td>
<td>Faculty committee and Vice Chancellor for Graduate Studies and Research</td>
<td>When approved by faculty committee and at least one week prior to oral examination**</td>
</tr>
<tr>
<td>Submission of dissertation to faculty committee</td>
<td>Faculty committee</td>
<td>At least two weeks prior to oral examination</td>
</tr>
<tr>
<td>Oral examination</td>
<td>Faculty committee</td>
<td>Not later than ten days before dissertation deadline**</td>
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<tr>
<td>Removal of incompletes</td>
<td>Instructor of course</td>
<td>Not later than one week before Commencement**</td>
</tr>
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<td>Submission of final copy of dissertation, doctoral forms, and thesis card</td>
<td>Faculty committee and Vice Chancellor for Graduate Studies and Research</td>
<td>After oral examination and no later than two weeks before Commencement*</td>
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*The order of these items varies with individual programs.

**Dates are printed in Graduate School News quarterly.

***Not required in some programs.