The Graduate School

The mission of The University of Tennessee, Knoxville (UTK) is to offer instruction on all levels of higher education, engage in and train for research, and provide instruction on all levels of higher education. Tennessee, Knoxville (UTK) is to offer advanced graduate training and research in 50, enrolling more than 6,700 graduate students. As of 1980 the University provides advanced graduate training 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, UTK is the center of advanced graduate training and research in Tennessee. As of 1980 the University provides Master's level work in 123 fields of knowledge and doctoral work in 50, 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 UT. 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, which are operated through the Office of the Vice Chancellor for Graduate Studies and Research, 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 interdisciplinary studies at UT, directed at 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, utilization of energy, solar energy, energy conservation in buildings and industry, regional solid waste management, resource recovery, and energy education and information.

Transportation Center

Director:
K. W. Heathington, Ph.D., Northwestern, P.E.

Associate Director:
M.S. Bronzini, Ph.D. Pennsylvania State.

Assistant Directors:
D. H. Jones, M.S., Tennessee; P. R. Tutt, M.S. Texas (Austin).

The Transportation Center is a nationally recognized leader in transportation research. The Center utilizes the combined talents of University faculty and students in a research environment that emphasizes an interdisciplinary approach to problem-solving in the transportation of both goods and people.

The Center involves qualified undergraduate and graduate students in a variety of research projects. This support not only provides needed financial assistance to students but also creates the environment for addressing transportation problems in a professional manner.

An important element of the Transportation Center's success is its perspective that continuing education shares an equal partnership with research. Through workshops, seminars, and short courses the Center's staff is involved in such diverse courses as benefit/cost analysis in state rail planning, highway rail grade crossing safety, noise assessment, remote sensing, urban public transportation management, ridesharing, transportation brokerage, urban transportation planning, child passenger safety, traffic engineering, transportation safety, urban transportation modeling, and other areas of transportation interest.

The University of Tennessee Space Institute

C. H. Weaver, Dean, Ph.D. Wisconsin
A. A. Mason, Associate Dean, Ph.D. Tennessee

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 atmospheric and space flight 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 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 and other areas. Students who enroll at UTSM must 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.

Water Resources Research Center

W. F. Brandes, Director, M.S. Illinois, P.E.

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 education in relevant water resources and to encourage the entry of promising students into careers in these fields.

Off-campus Graduate Centers

Kingsport University Center: UTK offers at Kingsport resident graduate programs in science, engineering, and business at both the Master's and doctoral levels. The program is operated within the policies set by the Graduate Council of UTK and is coordinated with the graduate and undergraduate offerings of East Tennessee State University. Students who enroll in this program must be admitted to The Graduate School of UTK.

Information on and application policies 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: UTK 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 given in the late afternoons, 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. UT is one of the forty-three colleges and universities which sponsor ORAU, a nonprofit education and research management corporation.

Information and 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: UTK 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 UTK.

Information concerning this program may be obtained from the 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 UTK.

Students who enroll in these programs must be admitted to The Graduate School of UTK. Information and appropriate forms may be obtained from the Director, Nashville Graduate School, Ninth 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 148. School of Social Work: UTK 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 155.

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 agency. (A minimum grade point average of 2.5 out of a possible 4.0, generally, is considered a satisfactory grade point average. A minimum B average is required for international students. Meeting the minimum admission 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 UT Graduate School is given prior to graduation, this admission is automatically withdrawn if the Bachelor's degree is not awarded before the date of required 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 entry but 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—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 status, there is no limit to 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 requirements are a Bachelor's degree with a 2.5 grade point average on a 4.0
Admission Procedures

Procedures for admission are as follows: (1) complete the "Application for Admission" form (first page of the catalog) and have it reviewed 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. (2) submit a 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 original 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 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 programs are required to submit scores from the Graduate Record Examination or the Graduate Management Admission Test. (Refer to pages 6-9 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 arrangements for the examination and for transmission of these scores directly from Educational Testing Service to The Graduate School. Application forms may be obtained from Educational Testing Service, Princeton, New Jersey 08450, or from the UTK Graduate 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 six times each year). Approximately six weeks should be allowed for the examination results to reach the University.

UTK is an approved testing center for all examinations.

Readmission
A student who has not attended The Graduate School at UTK for more than five quarters must apply for readmission. A readmission application should be submitted at least two weeks prior to desired reenrollment date. A student who has attended another accredited institution since 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 any 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 Office to obtain registration materials (scan 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 School.

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 School. 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, who do not pay their tuition and fees before the established deadline will be charged the late registration fee. Retroactive registration is not permitted.

Fees, Residency, 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:

APPLICATION FEE: $10

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.

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.

MAINTENANCE FEE (all students): PER QUARTER $210

TUTION (additional for out-of-state students): PER QUARTER $408

NOTE: In lieu of the above charge for tuition and/or maintenance fee, part-time students may elect to pay fees computed by the quarterly hour credit (or audit) as follows:

In-State $30 per quarter hour or fraction thereof; minimum charge $90.
Out-of-State $70 per quarter hour or fraction thereof; minimum charge $210.

UNIVERSITY PROGRAMS AND SERVICES FEE: PER QUARTER $25

All graduate students taking more than 8 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 fewer 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 fewer 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 waivers of fees (tuition and/or maintenance), must pay the appropriate University Programs and Services Fee.

Student 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.

LATE REGISTRATION FEE:
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 $55. See the University General Catalog for application of this fee. Doctoral students who must retroactively register for dissertation credit will be charged a late fee of $33 for each quarter of retroactive registration. The payment of fees with a check which is not honored by the bank will incur a service charge of $10 to $45, depending on the date the check is redeemed.

MUSIC FEE:
One half-hour lesson per week...
per quarter...
One-hour lesson per week...
per quarter...
Payable at registration by students receiving individual instruction in music.

GRADUATION FEE:
Master’s degree candidates...
Doctoral degree candidates...
There is no additional charge for diploma, binding, or microfilming. The graduation fee is non-refundable and is valid for three quarters after the quarter in which it is paid.

DEFERRED PAYMENT SERVICE FEE:...
This fee is applicable when the payment of any part of a student's account 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 adjustment) 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 for 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 receiving a schedule must be by official notification to the Withdrawal Office. Student Counseling 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 completion of the official withdrawal request form. The appropriate percentage of fees will be charged unless this action is completed by the close of the last day designated for regular registration and before the first official day of classes for the quarter. Failure to notify the Withdrawal Office promptly when withdrawing could result in a larger fee assessment. Withdrawal does not cancel fees and charges already incurred.

The drop/add procedure must not be used.
to withdraw from school for the quarter. For a regular academic quarter, withdrawal within 7 calendar days beginning with the first day following regular registration permits a 90 percent fee refund. Withdrawal between 8 and 14 calendar days following regular registration permits a 70 percent fee refund. Withdrawal between 15 and 21 calendar days following regular registration permits a 30 percent fee refund. No refund is applicable to courses dropped before the regular registration day for the course(s) dropped. The above refund and policy does not apply to the off-campus Graduate Centers. At the Centers, no refund is made after the first 14 days. Refunds, in accordance with the withdrawal from school policy, will be made after the drop deadline.

Part-time students may pay fees computed at the appropriate quarter-hour rate as indicated above. No charge is made for courses dropped during the first 5 calendar days following regular registration. A 40 percent charge is made for courses dropped between 6 and 21 calendar days following regular registration, and a 100 percent charge is made for courses dropped after 21 days. Students who drop courses are eligible for a refund only if the sum of the charges assessed at the quarter-hour rate for the hours continued plus the percentage computed at the quarter-hour rate for the hours dropped results in an amount less than that paid. A course on a student's schedule is officially dropped and becomes effective on the date that the drop/add slip is processed and recorded by the Admissions and Records Office. Any refund due for dropped courses will be made after the final audit of the end of the quarter.

When a student withdraws, rental charges, and adjustments will be determined by the Office of Residence Halls in accordance with the terms of the housing agreement or contract.

SUMMER QUARTER FEES AND EXPENSES:

Fees and expenses for the summer quarter are the same as for the other quarters during the academic year with the exception of the University programs and services fee noted above. Although the summer quarter is divided into terms of varying lengths, tuition and fees are assessed at the regular quarter-hour rate up to the maximum charge for a complete regular quarter.

The refund policy covering withdrawals and dropped courses for the summer quarter is based on the length of the term for the course(s) dropped. No refund is applicable to term courses dropped later than 14 calendar days after the regular registration day for the course(s) involved.

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 receipts stamped and supply necessary details concerning fee payment waiver.

NOTE: All fees are subject to change.

All charges and refunds will be made to the nearest even dollar. All charges are subject to subsequent audit and verification. The University reserves the right to correct any errors in fee or rental payments by appropriate additional charges or refund. Other information on fees, expenses, refunds, and adjustments is given in the Timetable (schedule of classes) for each quarter.

The University is authorized by statute to withhold diplomas, grades, transcripts, and registration privileges until student debts and obligations (other than Student Loan Fund notes) owed to the University are satisfied.

Residency 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 Admissions and Records Office.

If a student is classified as out-of-state, the University is authorized to adjust the student's fee schedule. However, such student shall not be required to pay out-of-state tuition if his/her parent has been domiciled in the state, remove from the state, the spouse.

Military personnel and their spouses stationed in the state of Tennessee who are not classified as residents for in-state purposes shall be classified as residents for in-state purposes. The University will consider any evidence provided to it concerning such claim of domicile but will not treat any particular type of such evidence as conclusive evidence that domicile has or has not been established.

The University reserves the right to correct any errors in fee or rental payments by appropriate additional charges or refund. Other information on fees, expenses, refunds, and adjustments is given in the Timetable (schedule of classes) for each quarter.

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The University reserves the right to correct any errors in fee or rental payments by appropriate additional charges or refund. Other information on fees, expenses, refunds, and adjustments is given in the Timetable (schedule of classes) for each quarter.
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 a family's 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, UTK 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 students could generally 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."

Fellowships and Assistantships

The Milton A. Smith Graduate Fellowships for full-time studies at UT are awarded on the basis of ability and without regard to the financial need of the student. Monthly stipends are provided, and tuition and maintenance fee are paid by the University. Successful applicants need better than an average 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. 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 or as long 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 3 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 $360 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 of teaching, 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 12½ 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 surety or cosigner is required for each promissory note and a new promissory note must be completed each year. The interest is 3 percent simple interest. A loan of up to $250 per quarter to an annual maximum of $1000 can be extended. One surety or cosigner is required for each promissory note and a new promissory note must be completed each year. The interest is 3 percent simple interest.

Veterans' Benefits

Students applying for veterans' benefits to assist veterans and widows or children of certain deceased or disabled veterans should contact the Veterans Affairs Office, Room 209, Student Services Building, 974-2103. Full-time benefits are paid by the Veterans Administration on registrations of 9 or more hours in each quarter.

General Information

Housing

Single Men and Women: Single graduate students are provided accommodations in both traditional and modern facilities conducive to academic achievement and personal development. Single graduate students have the same priority as other single students and may be assigned to any residence hall. Some units of the residence halls and of the student apartment building have been designed specifically for single graduate students. In Melrose Hall the graduate section offers community living units for groups of six to ten students with personal responsibility 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 to University standards. Further information can be obtained from the Office of Residence Halls, 405 Student Services Building.

A limited number of assistant head resident positions are available for single graduate students. The assistant head resident assists the head resident in coordinating and
supervising operation of the hall. This is a live-in position with part-time responsibilities on a nine-and-a-half month appointment. Further information can be obtained from the Office of Student Housing, 305 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.

**Vehicle Operation And Parking**

The University of Tennessee endeavors to provide adequate facilities for vehicles being operated by students and staff. However, areas available for parking are necessarily limited. To reduce the traffic congestion within the campus area, large student parking areas are located on the perimeter of the campus. Presently, FREE bus service is provided from the Main Campus to the Agricultural Campus. Also, bus service is provided to Married Student Housing Units at a nominal fee.

Each person who operates a motor vehicle in connection with attendance or employment at the University must register that vehicle with the Security Department. A University Traffic and Parking Authority determines the parking policy, traffic regulations, and fees. This information is published each year in the "University Traffic and Parking Regulations" and is available at registration or at the Security Building, 1115 UT Drive.

**Services to the Physically Disabled**

Services 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 academic departments, the office seeks to ensure that attendance at UTK is as convenient as possible for students with physical disabilities.

These services include assistance during registration (pre-registration, collection of class schedules, payment 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.

The Office of Handicapped Student Services, 900 Volunteer Boulevard (Ground Floor—Student Counseling Center Building) offers academic support services and functions in an advocacy capacity for disabled students. The services include interpreters for hearing impaired students and readers for sight and other print impaired persons. Also, the office assists with ordering recorded or Braille textbooks. As the needs of disabled students vary, the office seeks to individualize assistance to accommodate them. Further information is available in the Handicapped Student Services brochure and directory.

The **University Library**

The University of Tennessee, Knoxville Library owns approximately 1,360,000 volumes, more than 7,000,000 manuscripts, 56,000 microfilm reels and 1,100,000 items of other microtext, plus recordings, tapes, United States and United Nations documents, and more than 17,500 periodicals and other serial titles, which are received annually. The library's membership in the Association of Research Libraries reflects 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.

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

Interlibrary Services augments the UTK Library research holdings for faculty and graduate students and includes borrowing monographs, obtaining copies of other materials, and providing access to bibliographic services of other institutions, such as computer-based data searches and information retrieval.

The Law Library on the Knoxville campus and the libraries located on the campuses in Chattanooga, Memphis, and Tullahoma are individually administered; all libraries of The University of Tennessee are accessible to all students and faculty in the system.

The **Computing Center**

The University of Tennessee Computing Center (UTCC) provides computing 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 instructional users with professional computer staff.

UTCC is principally located in the Stokely Management Center and in Andy Holt Tower. From the Stokely location, UTCC supplies computing services to all campuses in the UT System through job entry facilities located on each campus. At UTK, UTCC maintains seven job entry stations for batch work and eight sites for interactive computer work. UTCC maintains a graphics center with four digitizing tablets, a graphics hardcopy unit, and nine terminals, four storage and four refresh. Another digitizing tablet, plotter, and storage terminal are available at SMC M-4.

UTCC's computers at Stokely Management Center are two IBM 370/303s and a DECS-system-10, which are used in research, instruction and administrative work. UTCC also has an IBM 360/40 used exclusively for administrative work. Each IBM 370/3031 has four million bytes of memory. The DECS-system-10 is a 1090 configuration with 512K words of memory. UTCC supports remote job entry stations (card reader/line printer) with the IBM 370/3031-DECS-system-10 combination and CalComp plotter. The IBM 370/3031s run under CVS with HASP II. The DECS-system-10 runs under TOPS-10. Time sharing features include ATS/360 and Coursewriter Ill on the 370/3031s, and, APL, FORTRAN, BASIC, COBOL, MACRO, and other special purpose application programs on the DECS-system-10.

UTCC publishes a User's Guide which describes the use of the DECS-system-10 and the DECS-system-10 User's Guide which describes the use of the DECS-system-10. The guides are available at the UT Book and Supply Store. UTCC also publishes a monthly Newsletter which describes software, 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 370/3031s and the DECS-system-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 programming languages and special purpose programs. These courses are announced in the Newsletter and in the UT Notes section of the UT Daily Beacon.

Computing services can be requested via the request for services form available from the receptionist, the Computing Services Manager. 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 during their stay at UT. 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 the use of the IBM 370/3031. The international student's understanding of American life, the office 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.
The International House is located near the campus, at 1601 West Clinch Avenue. Provided by UT 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 vacation periods.

International students applying for admission should write to The Graduate School.

General Regulations of The Graduate School

Responsibilities and Requirements

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.

The Graduate School has basic requirements outlined below. Individual colleges and departments may have additional requirements beyond the minimum established by The Graduate School.

Graduate School News

The Graduate School News is published quarterly and is available to all graduate students. Copies may be obtained at any time from the Graduate Office. The News includes calendars, schedules, and new requirements for degrees so that students have access to the latest information, some of which may supersede this catalog.

Advisor/Major Professor

Every graduate student must have an advisor from the major department to approve the student's program before each registration. Many departments assign a temporary advisor to direct the entering student's work during the period in which the student is becoming acquainted with the institution and determining the focus of research interests, and in which the department is forming a judgment concerning the candidate's promise as a scholar. As early as appropriate the student follows departmental procedures to obtain a major professor. This professor advises the student about courses, supervises the student's research, and acts as a channel of communication within the major department, to other departments and The Graduate School.

Prerequisites

Graduate work in any program must be preceded by efficient undergraduate work in the major and related areas to satisfy the department that the student can successfully do graduate work in the chosen field. Individual undergraduate records are examined by the graduate office of the appropriate department before admission to a degree program. Questions about program prerequisites should be addressed to the major advisor.

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 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 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 normally available for graduate credit. To receive graduate credit, a student must so indicate on the registration material.

The official course title appears in bold-faced type following the course number. Numbers in parentheses following the course number indicate the content to be covered.

Prerequisite courses must be taken prior to the course in question. Corequisite courses may be taken prior to or concurrently with the specific course. Recommended prerequisites should be taken previously but are not mandatory.

Some courses may be repeated for a maximum number of hours allowable toward a degree program. This number is stated for each repeatable course with the exception of Thesis 5000 and Dissertation 6000. Courses may be cross-listed with two or more departments, an arrangement that is indicated by a parenthetical statement:

(5432). The course description is given only under the primary department.

"S/N only" indicates that the course may be taken only for Satisfactory/No Credit grading. Refer to section on Grades.

At the end of most course descriptions is a symbol indicating the quarter or frequency that this course normally is offered:

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

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 official notification of courses offered for a specific quarter. Students should contact the appropriate department/program head concerning courses to be offered in future quarters.

Recommended Course Loads

Nine to 12 hours is considered to be a full load. Students receiving financial assistance should consult with the department/program head concerning appropriate course loads. The maximum load is 15 hours unless the student has prior approval of The Graduate School, which 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. Students may enroll in only one course in a September or December mini-term.

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.

The deadline for change of registration (from credit to audit, audit to credit, graduate to undergraduate, undergraduate to graduate, withdrawal, etc.) is set at midquarter, approximately 35 calendar days after the first day of classes each quarter. A student may change registration from a course at any time up to and including this date by executing a change of registration slip and submitting this to the Graduate Office. The advisor's signature is not required. The instructor is required to add a course two weeks after classes begin and/or to add a course that is closed. If withdrawal from a course or from the University occurs after the first 5 days of classes and before the withdrawal deadline, the grade of W will automatically be entered on the student's record. After the change of registration deadline, a student withdrawing from a course or from the University will receive the grade F, unless the student can demonstrate that the request for withdrawal is based on circumstances beyond the student's control.
To change registration in any way after the deadline, a student must present the request, together with documentary evidence of extenuating circumstances, to The Graduate School. In addition, he/she must complete a change of registration slip and, if appropriate, a Late Withdrawal Questionnaire signed by the instructor(s) and advisor as evidence of their notification of the request. If the request is approved, the Graduate Office will notify the Office of Admissions and Records, which will enter the change on the student’s permanent record.

Grades

Grades in The Graduate School have the following meanings:

A—(4 quality points per quarter hour); indicates above satisfactory work.

B—(3 quality points per quarter hour); indicates satisfactory work.

C—(2 quality points per quarter hour); indicates performance less than expected.

D—(1 quality point per quarter hour); indicates unsatisfactory work and cannot be used in a graduate program.

F—(no quality point value); indicates failure 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 excluding the summer quarter. If a supplementary grade report has not been received in the Graduate Office at the end of the second quarter, the I will be converted to an F. The incomplete will not count in the cumulative average until a grade is assigned. No student 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 6 semester hours of law courses and apply them toward a graduate degree, upon approval of the College of Law and the student’s major professor. A student may enrolled in the DBA program may use 8 semester hours or more of law courses for the supporting area under the arrangement described above. The student must register for the law course during regular registration at the College of Law requesting an S/NC grade only. If a student earns below a 2.0, an NC will be recorded and the course cannot be used toward meeting 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.-MBA Program. Grades 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 38 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 class discussions and recitations, or use laboratory equipment and materials.

Correspondence Study

No graduate credit is accepted at UTK for work done by correspondence study at any 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 accepted 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 Graduate School 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 6300-level requirements for an advanced degree.

*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.
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 the comprehensive examination.

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 for acceptance. It is the responsibility of the Thesis Consultant to examine the materials and to make sure that they are mechanically accurate and attractively presented, free of technical errors in format, suitable for binding, and that they reflect credit upon the University and its Graduate School. If the thesis or dissertation is not accepted, the student must make corrections and submit the materials again.

The student and major professor together submit an Admission to Candidacy form, which is reviewed for the accuracy and professionalism of the final product of the student's research. The student should confer with the Thesis Consultant regarding problems and questions in advance of preparing the final copy. The Graduate School Thesis and Dissertation Manual should be used as the guide to correct format for the thesis or dissertation. A one-hour Thesis Workshop is held each Fall and Summer quarter for all students who will be writing theses and dissertations. The date for each Workshop is announced in the Graduate School News.

Academic Termination
Graduate education requires continuous evaluation of the student. This evaluation includes not only periodic objective evaluations such as the cumulative grade point average, performance on comprehensive examinations, and acceptance of the thesis or dissertation, but also the subjective appraisal by the faculty of the student's progress and potential. Continuation in a program is determined by the committee and the department head.

Departments and programs may have requirements for continuation or graduation in addition to the minimum requirements set forth in this catalog. Such additional requirements must be written and on file in the Graduate Office. It is the student's responsibility to become familiar with the special requirements of his/her department or 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 (or approved) 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 than 9 may be thesis hours. These courses must be completed at The University of Tennessee. (5000- and 6000-numbered courses are open to graduate students only; 3000- and 4000-numbered courses may be taken for graduate credit if listed in the Graduate School Catalog.)

The Master of Arts in College Teaching requires 60 quarter hours, 9 hours of which must be devoted to the preparation of a thesis (some departments permit the student to take additional courses in lieu of a thesis—see departmental requirements). In the two-year program, the candidate also spends six quarters as a part-time teaching intern. The emphasis in the program will be on training prospective teachers of undergraduate courses. Participating departments are indicated in the list of "Majors and Degrees Available" on pages 8-9.

Master's Committee: A committee for the Master's degree is formed at or before the time the student applies for admission to candidacy. The responsibility of this committee is to assist the student in planning a course of study and carrying out research, and to test for the fulfillment of degree requirements. The student should consult with the major professor concerning the composition of a committee. This 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 does have 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 not later than commencement day of the quarter preceding 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 18 quarter hours of credit (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 student must continue to register for a minimum of 3 hours of 5000 each quarter while actually working on the
Specialist in Education Degree

The Specialist in Education (Ed.S.) degree is offered in Curriculum and Instruction, Educational Administration and Supervision, Educational Psychology and Guidance, Safety Education and Service, and Vocational-Technical Education.

Admission to the Specialist in Education program is only for students already enrolled in the Master's degree program in the student's major field of study, who are recommended by the student's committee for admission to the Specialist in Education program. The student must have successfully passed the qualifying examination for the Master's degree, and must meet the following requirements:

- A minimum of 9 quarter hours of course credit taken in the major and related fields, including the course material in the major and related fields, which are required for the Specialist in Education program.
- A minimum of 9 quarter hours of course credit taken in the major and related fields, which must be in 5000- or 6000-level courses.
- A minimum of 9 quarter hours of course credit earned in the program, exclusive of the thesis or problems, which is used in lieu of the thesis.

Final Examination: A non-thesis student must pass a final written examination on all work offered for the degree. The examination is not merely a re-examination over course work, but it 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, which must be scheduled through the Graduate Office, shall be held at least two weeks before the final date for submission of theses to the Graduate School. The complete examination, in a form approved by the faculty or the graduate school, shall be distributed to all committee members at least two weeks 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: A non-thesis student must pass a final oral (or oral and written) examination on all work offered for the degree. The examination is not merely a re-examination over course work, but it 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, which must be scheduled through the Graduate Office, shall be held at least two weeks before the final date for submission of theses to the Graduate School. The complete examination, in a form approved by the faculty or the graduate school, shall be distributed to all committee members at least two weeks 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.

Thesis: 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 results of such research. Two copies of the thesis must be submitted to and approved by The Graduate School on or 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.

Doctoral Degrees

Three doctoral degree programs are available: Doctor of Philosophy, Doctor of Arts, and Doctor of Education. Doctor of Philosophy: The Doctor of Philosophy degree is awarded after the successful completion of a thesis. The student must present a thesis defending a research project completed under the direction of a committee of faculty members. The thesis must be approved by the committee and the vice chancellor for graduate studies. The student must also complete a minimum of 72 quarter hours of coursework, including 36 quarter hours in the student's major field of study. Doctor of Arts: The Doctor of Arts degree is awarded after the successful completion of a thesis. The student must present a thesis defending a research project completed under the direction of a committee of faculty members. The thesis must be approved by the committee and the vice chancellor for graduate studies. The student must also complete a minimum of 72 quarter hours of coursework, including 36 quarter hours in the student's major field of study. Doctor of Education: The Doctor of Education degree is awarded after the successful completion of a thesis. The student must present a thesis defending a research project completed under the direction of a committee of faculty members. The thesis must be approved by the committee and the vice chancellor for graduate studies. The student must also complete a minimum of 72 quarter hours of coursework, including 36 quarter hours in the student's major field of study.
education, and Doctor of Business Administration. Doctoral programs are listed under "Majors and Degrees Available" (see pages 5-9). The doctoral degree, the highest in-course degree, is awarded in recognition of distinct scholarship and the completion of a significant contribution to knowledge. Doctoral programs include a field of specialization and often study in one or more collateral fields. Collateral study is defined as a minimum of 9 quarter hours of graduate courses in a given area outside of the department of the student's major field. The selection of specific courses will be 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. See chart, page 24, for summary of procedures for this degree.

Doctoral Committee: The student's committee is nominated by the student's major professor who serves as the chairperson of the committee, and department head and approved by the Vice Chancellor for Graduate Studies and Research, preferably during the first 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. This committee has the primary responsibility, subject to Graduate Council policies and special requirements adopted by the faculties of individual areas of study, for the degree work of the student. The committee should plan and must approve all course work, certify the student's mastery of the subject matter of the field of study, direct the research, and recommend the dissertation for approval.

Continuous Registration: Registration for course 6000 is necessary whenever a student is working on the dissertation. A minimum registration 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 registration 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 may, upon recommendation of 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.

Doctoral Examinations: Departments may, at their option, administer diagnostic and/or qualifying examinations in the early stages of the student's doctoral program.

(1) Diagnostic or placement examinations, which may be written and/or oral, may be given to students on admission to the doctoral program to help in the determination of the student's level of preparation, areas of strengths and weaknesses, and general background. Since courses bearing the same title may vary in content when institution to institution, the diagnostic or placement examinations are designed to aid in the selection of courses that the student should take and to determine that the student is adequately prepared to undertake doctoral studies at this University.

(2) Qualifying examinations, which may be written and/or oral, may be given to students about the end of their first year in the doctoral program. Qualifying examinations are designed to test the student's progress, general knowledge of fundamentals of the field, and fitness to continue with the more specialized aspects of the doctoral program. Successful completion of an oral comprehensive examination is required for the doctoral degree. The faculty of the graduate program and/or the student's permanent guidance committee will determine the content, nature and scope of the examinations. The qualifying examination is announced publicly and the student is required to inform the committee at least one week prior to the examination. The examinations are oral and may be taken in the major field of study. Some programs require two languages and some none. Language requirements may be met by The University of Tennessee and cannot be transferred from another institution. Refer to the departmental descriptions of each Ph.D. program. The student's faculty committee will determine, with the approval of the Vice Chancellor for Graduate Studies and Research, the specific language (or languages) required. When the student feels adequately prepared to take a language examination, he/she should inform the committee at least one week prior to the examination. The appropriate forms to schedule the examination may be obtained from the Graduate Office. The dates and times of the examinations are printed in the Graduate School News. Satisfactory completion (B grade or better) of an appropriate 3030 course in a language department may be substituted for the actual language examinations. (The student cannot repeat this course if a grade of C or below is received when used in lieu of language examination.)

Admission to Candidacy: A student may be admitted to candidacy after passage of the comprehensive examination in the major field, at the recommendation of the student's advisor, subject to regulations of the language requirements (for Ph.D.), and maintenance of at least a B average in the courses. (Each doctoral student must plan to take an appropriate number of 6000-level courses, usually a minimum of 9 quarter hours, which are designed expressly for doctoral students at The University of Tennessee, during the program of study. These courses cannot be transferred from another institution.) Admission to candidacy must be secured at least three quarters prior to the date the degree is to be conferred. Each student is responsible for filing the application for admission to candidacy, which must be signed by the candidate, the student's committee members and approved by the Vice Chancellor for Graduate Studies and Research. The student will be notified when admission to candidacy has been approved.

Research Requirements: Research is an essential part of the program of every candidate for the doctoral degree. For the Doctor of Philosophy and Doctor of Business Administration degrees, original research forms the basis for the dissertation.

The program for the Doctor of Education 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, in consultation with research techniques to be included in the candidate's program.

Dissertation: The dissertation represents a culmination of an original major research project completed by the student. The organization, methodology, 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.

Summary of Procedures for Master's Degrees

<table>
<thead>
<tr>
<th>PROCEDURE</th>
<th>UNDER DIRECTION OF</th>
<th>DATE</th>
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<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 Graduation*</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 Graduation</td>
</tr>
</tbody>
</table>

GRADUATION REQUIREMENTS

<table>
<thead>
<tr>
<th>PROCEDURE</th>
<th>UNDER DIRECTION OF</th>
<th>DATE</th>
</tr>
</thead>
<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>Graduate Office</td>
<td>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 two weeks prior to oral examination</td>
</tr>
<tr>
<td>Oral examination</td>
<td>Major professor and committee</td>
<td>Not later than two weeks 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

<table>
<thead>
<tr>
<th>PROCEDURE</th>
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</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 Form</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 graduation*</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 graduation</td>
</tr>
</tbody>
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#### GRADUATION REQUIREMENTS

<table>
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<tr>
<th>Procedure</th>
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<th>Date</th>
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<tr>
<td>Placement of name on graduation list</td>
<td>Student</td>
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</tr>
<tr>
<td>Application for diploma</td>
<td>Graduate Office</td>
<td>Deadline notice available at registration*</td>
</tr>
<tr>
<td>Scheduling of oral or written examination</td>
<td>Major professor, Vice Chancellor for Graduate Studies and Research, student</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 two weeks prior to oral examination</td>
</tr>
<tr>
<td>Oral examination</td>
<td>Major professor and committee</td>
<td>Not later than two weeks 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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*Dates are printed in Graduate School News quarterly.*
### Summary of Procedures for Doctoral Degrees

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<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>*Appointment of faculty committee</td>
<td>Assistant Dean for Graduate Studies on recommendation of department head</td>
<td>Preferably during the first year of graduate study, but at the latest, prior to admission to candidacy</td>
</tr>
<tr>
<td>*Comprehensive examination</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 and approval of application for admission to candidacy</td>
<td>Faculty committee and Vice Chancellor for Graduate Studies and Research</td>
<td>At least three quarters prior to graduation**</td>
</tr>
<tr>
<td>(Forms at Graduate Office)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**GRADUATION REQUIREMENTS**

| Placement of name on graduation list                                      | Student                                                                            | Indicate on registration material                                   |
| Application for diploma                                                   | Graduate Office                                                                     | Deadline notice available at registration**                          |
| Scheduling of oral examination                                            | Faculty committee, student, and Vice Chancellor for Graduate Studies and Research    | When approved by faculty committee and at least one week prior to oral examination** |
| Submission of dissertation to faculty committee                           | Faculty committee                                                                   | At least two weeks prior to oral examination                          |
| Final examination                                                          | Faculty committee                                                                   | Not later than two weeks before dissertation deadline**              |
| Removal of incompletes                                                    | Instructor of course                                                                | Not later than one week before Commencement**                         |
| Submission of final copy of dissertation, doctoral forms, and thesis card  | Faculty committee and Vice Chancellor for Graduate Studies and Research              | After final examination and no later than two weeks before Commencement** |

*The order of these items varies with individual programs.

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***Not required in some programs.