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**Index**

**Map**
University Calendar for 1993-94

Summer Term 1993

June 3 (Thursday) Classes Begin
July 5 (Monday) Independence Day
July 7 (Wednesday) First Session Ends
July 7 (Wednesday) Change of Registration Deadline, Full Term
July 8 (Thursday) Second Session Begins
August 11 (Wednesday) Second Session Ends
August 13 (Friday) Commencement

Fall Semester 1993

August 25 (Wednesday) Classes Begin
September 6 (Monday) Labor Day
September (Tuesday) Change of Registration Deadline
October 21-22 (Thursday-Friday) Fall Break
November 25-26 (Thursday-Friday) Thanksgiving
December 9 (Thursday) Classes End
December 10 (Friday) Study Period
December 11, 13-16 (Saturday, Monday-Thursday) Final Exams
December 19 (Sunday) Commencement

Spring Semester 1994

January 12 (Wednesday) Classes Begin
January 17 (Monday) Martin Luther King Day
February (Tuesday) Change of Registration Deadline
March 21-25 (Monday-Friday) Spring Break
April 1 (Friday) Good Friday
May 2 (Monday) Classes End
May 3-4 (Tuesday-Wednesday) Study Period
May 5-7, 9-10 (Thursday-Tuesday) Final Exams
May 13 (Friday) Commencement

Summer Term 1994

June 2 (Thursday) Classes Begin
July 4 (Monday) Independence Day
July 6 (Wednesday) First Session Ends
July (Wednesday) Change of Registration Deadline, Full Term
July 7 (Thursday) Second Session Begins
August 10 (Wednesday) Second Session Ends
August 12 (Friday) Commencement

Late registration normally begins two days before classes.

NOTE: Deadlines for degree requirements at end of section on Degree Program Requirements.
### The University Administration

#### Board of Trustees

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<td>R.B. Hailey, Sevierville</td>
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<td>William B. Sansom, Knoxville</td>
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<td>Roger Nickson, Chattanooga</td>
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<tr>
<td>President of the University of Tennessee</td>
<td>William M. Johnson, Sparta</td>
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<td>Ronald Terry, Memphis</td>
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Ann L. Lacava, Thesis/Dissertation Consultant

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Dr. Joseph Cook, College of Law
Mr. Glenn Estes, School of Library & Information Science
Dr. Mildred Fenske, College of Nursing
Dr. Glen Hall, College of Agricultural Sciences and Natural Resources
Dr. Herb Howard, College of Communications
Dr. Charles Jackson, College of Liberal Arts
Dr. Roger Jenkins, College of Business Administration

College or Unit Elected Members Expiration Proxy

Arch. & Planning Dr. Pat Fisher July 31, 1995 Dr. David Johnson
Business Administration Dr. William Parr July 31, 1993 Dr. Ernest R. Cadotte
Dr. Kenneth E. Anderson July 31, 1994 Dr. Gary N. Dicer

Communications Dr. Barbara Moore July 31, 1993 Dr. Mark Miller

Education Dr. Phyllis Huff July 31, 1993 Dr. John Matthews
Dr. Mark Christiansen July 31, 1993 Dr. Thomas K. Ryan
Dr. S. Wayne Mulkey July 31, 1994 Dr. Michael Hannum
Dr. Don Dossart July 31, 1995 Dr. Lester N. Knight
Dr. Wendell P. Liemohn July 31, 1995 Dr. Pat Beitel
Dr. Bill C. Wallace July 31, 1995

Engineering Dr. Wayman E. Scott July 31, 1993 Dr. Raymond Buchanan
Dr. Hsien-Wen Hsu July 31, 1994 Dr. John N. Snider
Dr. Marshall Pace July 31, 1995 Dr. David Goodpasture
Dr. Arun Chatterjee July 31, 1995 Dr. John Landes

Graduate Student Association Mr. Jimmy Rodgers July 31, 1993 Ms. Cindy Richardson
Mr. John Altman July 31, 1993 Ms. Katie Buckley
Mr. Greg Williams July 31, 1993 Mr. Derek Crownover

Human Ecology Dr. Carl Dyer July 31, 1993 Dr. Jo Lynn Cunningham

Law Mr. Carl Pierce July 31, 1994 Ms. Mary Jo Hoover

Liberal Arts Dr. Suzanne Kurth July 31, 1993 Dr. Jan Simek
Dr. William Bass July 31, 1994 Dr. William Hellin
Dr. Dewey Bunting July 31, 1994 Dr. Harry McSweeney
Dr. Dorothy Scora July 31, 1994 Dr. Al Burstein
Dr. Richard Aguila July 31, 1995 Dr. Michael Sepaniak
Dr. Kathleen D. Lawler July 31, 1995 Dr. David Dobbs
Dr. Kula C. Misra July 31, 1995 Dr. Carl W. Cobb

Nursing Dr. Inez Tuck July 31, 1995 Dr. Martha Alligood

School Lib. & Inf. Sci. Dr. William C. Robinson July 31, 1994 Dr. J. Michael Pemberton

Social Work Dr. Charles Glisson July 31, 1995 Dr. Catherine Faver
Dr. James Orten July 31, 1995 Dr. Judith Flene

UT Space Institute Dr. Atul C. Sheth July 31, 1994 Dr. Ching F. Lo
Dr. John Steinhoff July 31, 1995 Dr. Ahmad Vakili

Veterinary Medicine Dr. Erby Wilkinson July 31, 1994
GRADUATE STUDY
Rules, policies, fees, and courses described in this catalog are subject to change without notice. Refer to inside front cover.
The Graduate School

C. W. Minkel, Associate Vice Chancellor for Academic Affairs and Dean of The Graduate School
Linda R. Painter, Associate Dean of The Graduate School
Michael W. Singletary, Assistant Dean of The Graduate School
Diana Lopez, Director, Graduate Admissions and Records
Irene Kaplon, Assistant Director, Graduate Admissions and Records
Rose Ann Trantham, Assistant Director, Graduate Admissions and Records
S. Kay Reed, Graduate Recruitment Coordinator
Ann L. Lacava, Thesis/Dissertation Consultant

The University of Tennessee is the official land-grant institution for the State of Tennessee, with its main campus in Knoxville. UT Knoxville is the state's oldest, largest, and most comprehensive institution, and is the only state-supported "Research University I" (Carnegie classification) in Tennessee. A wide range of graduate programs leading to the Master's and doctoral degrees is available. The University offers Master's programs in 85 fields and doctoral work in 52. More than 6,500 graduate students are enrolled on and off campus under the tutelage of 1450 faculty members.

The Graduate School brings together faculty and graduate students as a community of scholars with a common interest in creative work and advanced study. Programs are available to individuals desiring work toward the Master's and doctoral degrees or professional certification, those interested in continuing education for updating and broadening knowledge, and those pursuing postdoctoral research. Traditionally, universities have provided graduate programs primarily for full-time, degree-oriented students. Serving the needs of students engaged full-time in intensive study and pursuit of a degree continues to be a major emphasis of UTK's graduate effort. At the same time, the University employs a variety of modes, traditional and non-traditional, in offering quality programs designed to serve a diverse student clientele.

The Graduate School includes the Graduate Council; the Graduate School administrative organization, composed of the Graduate Office, the Office of Graduate Admissions and Records, administrators of the various graduate programs, and the faculty; and the graduate student body.

The Graduate Council is composed of elected faculty representatives from each college, the Space Institute, and the Graduate Student Association. Ex-officio members include the Dean and Assistant and Associate Deans of The Graduate School, the Chair of the Research Council, the Director of Libraries, the Dean of Continuing Education, and the administrative officer having primary responsibility for graduate curriculum in each college or school.

The Graduate Council is responsible for standards of admission, retention and graduation, and for curricular matters in graduate programs; the development of interdisciplinary programs; the approval of new graduate programs; the approval of individuals to direct doctoral dissertation research; financial support of graduate students; and any other matters of educational policy pertaining to graduate programs. Standing committees include academic policy, appeals, credentials, curriculum, and the Graduate Deans Group.

The Graduate School administration develops procedures to implement the policies formulated by the Council, and has primary responsibility for Graduate School admissions and records. Much of the day-to-day administration of graduate study is conducted by department heads or faculty advisors and committees responsible for particular programs. In addition to departmental units, numerous interdisciplinary programs, institutes and centers have been developed on campus and in locations throughout the state.

The graduate student body is composed of those persons admitted to graduate study by The Graduate School, upon recommendation of the academic unit, and currently enrolled in The Graduate School.

Graduate education has been conducted at the University of Tennessee since 1821. The first known Master's degree was awarded in 1827. In 1879 the Board of Trustees created a graduate department with authority to confer the Master of Arts, the Doctor of Philosophy, Civil Engineer, and Mining Engineer degrees. The Graduate Department was renamed The Graduate School in 1912. Although a Ph.D. degree was awarded in 1886 and in 1887, formal doctoral programs were not instituted until 1929 for Biological Sciences at Memphis and 1943 for Chemistry on the Knoxville campus. A Committee on Graduate Study was appointed in 1904 and coordinated the graduate programs until the Graduate Council was formed in 1949. More than 6,800 doctoral degrees and 39,000 Master's degrees have been awarded to date.

Seven deans have led The Graduate School since 1936: Fred C. Smith, Eugene A. Waters, Dale K. Wantling, Hilton A. Smith, Jack E. Reese, Margaret N. Perry, and C.W. Minkel. They have strived to maintain the rich heritage and the highest quality of graduate programs at UTK.
### Majors and Degree Programs

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*Non-degree and provisional students must obtain permission from the department/program head to register for courses in these fields.

*Available for the Academic Common Market to residents of reciprocal states. See fields of instruction.
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<td>Aviation Systems (only at UTI)**</td>
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a International applicants only.  
b American applicants only.  
d Forms obtained from & returned to Department.  
e Foreign or computer language.  
c G.S. Rating Form submitted to Department.
Admission Requirements

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 or foreign equivalent. Admission to The Graduate School does not ensure acceptance into a specific degree program nor admission to candidacy for the degree desired.

The Graduate School requires a minimum grade-point average of 2.5 out of a possible 4.0, or a 3.0 during the senior year of undergraduate study. Applicants with previous graduate work must have a grade-point average of 3.0 out of a possible 4.0 or equivalent on all graduate work. Many programs require a higher average. The equivalent of a minimum B average is required for international students.

An applicant whose GPA falls below 2.5 may be admitted in provisional status. Refer to Admission Classifications for requirements.

The Graduate School does not ensure that a person meet the minimum requirements of a Bachelor's degree with a satisfactory grade-point average to continue enrollment in a degree program.

Admission Test (GMAT).

When a student is admitted to The Graduate School prior to having received the baccalaureate degree, that degree must be awarded before the date of first registration in The Graduate School.

The Office of Graduate Admissions and Records must be notified of any change in entering date after admission has been granted. Individual departments and colleges may have further restrictions on admission dates. For this information, students should contact the department they wish to enter. If a student does not enroll within one year after the requested admission, the application process must be repeated.

Enrollment in The Graduate School is a privilege which may be withdrawn by the University or any area of graduate study if it is deemed necessary by the Dean of The Graduate School to safeguard the University's property of the University and will not be returned.

For international graduate student application procedures, see also Admission of International Students.

Application Procedures

Anyone with a Bachelor's degree from a regionally accredited institution or foreign equivalent who wishes to take courses for graduate credit, whether or not the person desires to become a candidate for a degree, must make formal application for admission to The Graduate School or apply for transient status. No action is taken until a file is complete. The applicant will be notified by mail of the action taken.

To apply for admission, the following materials must be sent to The Graduate School: 1. The completed Graduate Application for Admission (inside front cover of Graduate Catalog).

2. A $15 non-refundable application fee.

3. One official transcript from all colleges and universities attended.

4. Additional departmental/program requirements (refer to Majors and Degree Programs chart for information on restricted programs).

a. Reference letters or rating forms. Forms obtained from the college or department should be returned to the same source.

b. Scores from the Graduate Record Examination (GRE) or Graduate Management Admission Test (GMAT).

5. Scores from Test of English as a Foreign Language (TOEFL) if native language is not English (refer to section on English Certification).

Application forms for the above tests can be obtained by writing:

Educational Testing Service
Princeton, NJ 08540

UT Knoxville is an approved testing center for all examinations. Examination results reach the University in approximately six weeks.

All of the above documents become the property of the University and will not be returned.

For international graduate student application procedures, see also Admission of International Students.

Admission Classifications

To earn graduate credit, a student must be admitted by the Dean of The Graduate School and enrolled in one of the categories listed below. See Registration and Enrollment Requirements for provisions concerning graduate credit and for special privileges for UT Knoxville seniors and professional students. International students should also refer to the section on Admission of International Students.

DEGREE ADMISSION

Admission to a degree program requires that a person meet the minimum requirements of The Graduate School and additional program requirements (see Admission Requirements). Refer to the appropriate field of instruction for specific requirements for admission to the degree program.

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 graduate studies, achievement on admission tests for graduate studies, letters of recommendation from professors familiar with the applicant's capabilities, and other evidence of scholarly achievement.

A student must maintain a 3.0 grade-point average to continue enrollment in a degree program (see Academic Standards).

An applicant may not be admitted simultaneously to more than one degree program. Two or more applications cannot be considered concurrently. For admission to dual programs, applications are processed consecutively.

NON-DEGREE ADMISSION

Applicants may apply for non-degree status who, for example:

1. need additional time to fulfill application requirements for a degree program.

2. do not wish to pursue a degree program.

Admission to the non-degree status requires that a person meet the minimum requirements of The Graduate School (see Admission Requirements).

A major area must be declared if the intent is to seek an advanced degree. If no degree is desired, a major area need not be declared, but some departments do not permit non-degree students to register for graduate courses (see Majors and Degree Programs chart for information on restricted programs).

There is no specific limit on the number of courses that a student may take in non-degree status. However, before accumulating 15 hours of graduate coursework, the student must either:

1. apply and be admitted to a specific degree program (see Revision of Admission Classification for procedures); or

2. file a Plan of Study form with the Office of Graduate Admissions and Records for approval to continue taking courses in non-degree status. The plan of study must include a stated educational objective and a list of courses proposed to achieve that objective.

A maximum of 15 graduate hours taken before acceptance into a degree program may be applied toward a graduate degree if approved by the student's committee. Courses applied toward any graduate degree must fall within the time limit specified for the degree.

Every graduate student must meet with an academic advisor at least once each semester to discuss his/her program. A student with a declared major, the advisor must be from the appropriate academic unit. If no advisor has been assigned, the department head or designee is the advisor. For a non-degree student who has no declared major, the Assistant Dean of The Graduate School or designee is the advisor.

A student must maintain a 3.0 grade-point average to continue enrollment in non-degree status (see Academic Standards). Admission to non-degree status does not assure admission to a degree program. The student who seeks to enter a degree program will be directed to the appropriate department.

An international student on a non-immigrant visa may not enroll in the non-degree status.

PROVISIONAL ADMISSION

Applicants may be admitted as provisional students for one semester (or for one course in each of two semesters) who, for example:

1. do not meet the minimum grade-point average requirements.

2. wish to register for graduate courses while meeting any additional requirements for non-degree admission; or

3. desire graduate credit for a limited number of courses (one semester only).

The graduate application, a $15 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 need not be declared, but some departments do not permit provisional students to register for graduate courses (see Majors and Degree Programs chart for information on restricted programs).

Every graduate student must meet with an academic advisor at least once each semester to discuss his/her program. For students with a declared major, the advisor must be from the appropriate academic unit. If no advisor has been assigned, the department head or designee is the advisor. For a provisional student who has no declared major, the Assistant Dean of The Graduate School or designee is the advisor.

Any student admitted to the provisional status who has exceeded six hours of graduate credit must receive permission from The Graduate School to register for a second or succeeding semester if admission to the non-
degree or degree status has not been obtained. To be admitted to the non-degree or degree status, the student must earn at least a 3.0 grade-point average in all coursework (graduate and undergraduate) taken in provisional status, to include at least six hours of graduate work. Provisional students failing to meet this requirement will be denied registration.

The Office of Graduate Admissions and Records will process the change to non-degree status if all requirements are met. To apply for a specific degree program, the student must submit the Request for Change of Graduate Program form to the Office of Graduate Admissions and Records. Provisional admission does not assure admission to the non-degree status or to a degree program. A student who hopes to enter a degree program will be directed to the appropriate department.

An international student on a non-immigrant visa may not enroll in the provisional status.

TRANSIENT ADMISSION

A student enrolled in good standing in a graduate degree program at another institution and who wishes to take courses for transfer to that institution may be admitted after submitting a completed Graduate Application for Admission, a completed change of status form, and a Transient Student Certification 10 days prior to registration. Only one semester, or a maximum of 12 hours, of coursework can be taken in transient status. Necessary forms may be obtained from the Office of Graduate Admissions and Records.

Admission of International Students

The Graduate School accepts only students who have superior records. An international student must have an equivalent 4-year Bachelor's degree with at least a B average on all previous coursework and a B+ on all previous graduate work. On various grading scales, this corresponds to:

- a. 3.0 and 0.5 on 4.0 scale
- b. 14 and 15 on 20 point scale
- c. 80.0 from Taiwanese institutions
- d. 1st Class or Division from Indian institutions
- e. Upper 2nd Class Honors on various British systems.

Other grading systems are evaluated, upon receipt of transcripts, in accordance with standard recommendations. Many departments require a higher average than that established by The Graduate School.

An international student may apply for admission any semester, but normally enters the summer or fall semester. Deadlines for admission any semester, but normally enters the summer or fall semester. Deadlines for admission are communicated to the student by mail.

The student must be in good standing in The Graduate School, members of the faculty or staff located in Knoxville may take courses as graduate students. Faculty members of UT Knoxville or the Institute of Agriculture at the rank of assistant professor or above, and members of the administrative staff at UT Knoxville, the UT Central Administration, and the Institute of Agriculture will not normally be admitted to an Ed.D. or Ph.D. degree program at UT Knoxville. Exceptions may be granted on an individual basis upon petition to The Graduate School. Petitioners must present their request in writing, providing adequate assurance that the residence requirement will be met and that there will be no conflict of academic or administrative interest. Written endorsements must be provided by the respective deans and department heads of the units in which members are employed and in which the doctoral degrees are to be pursued. Requests should be directed to the Associate Vice Chancellor and Dean of The Graduate School.

Readmission

A student who has not attended The Graduate School at UT Knoxville for more than three semesters (including summer) must apply for readmission. A readmission application should be submitted to the Office of Graduate Admissions and Records at least two weeks prior to the desired reentry date. A student who has attended another institution since enrollment at UT Knoxville must submit one official transcript showing all coursework and any degrees earned at that institution. The student will be notified when action has been taken by the department/program and The Graduate School. A student who is permitted to enroll and is subsequently denied readmission will receive credit for courses completed successfully.

Future registration will not be allowed until readmission is granted.

Revision of Admission Classification

A student who wishes to change a major program of study must complete a Request for Change of Graduate Program form, which can be obtained from the Office of Graduate Admissions and Records. The form requires the signature of the head of the department in which admission was previously granted. No signature is needed if a student requests to change from non-degree status to a degree program, or from one degree to another within the same department.

The student must be in good standing in The Graduate School for a revision to be processed. Acceptance into a new degree program is contingent upon review and recommendation by that department. If the student is not accepted into the program requested, he/she remains in the former program. The results of each request for program change are communicated to the student by mail.

Registration and Enrollment Requirements

Graduate Credit

To earn graduate credit, a student must be admitted by the Dean of The Graduate School and enrolled in an appropriate status as a graduate student. The registration must reflect the desire for graduate credit, and the course must have been approved by the Graduate
Council. Coursework taken in any other status is unacceptable for graduate credit and cannot be changed retroactively to graduate credit. Special privileges are accorded UT Knoxville seniors and professional students as stated in the section on Undergraduates and Professional Students.

Undergraduate and Professional Students

UT KNOXVILLE SENIORS

Subject to approval by The Graduate School, a senior at UT Knoxville who needs fewer than 30 semester hours to complete requirements for a Bachelor's degree and has at least a B average (3.0) may enroll in graduate courses for graduate credit, provided the combined total of undergraduate and graduate coursework does not exceed 15 credit hours per semester. Approval must be obtained each semester at the Office of Graduate Admissions and Records during registration. A maximum of 15 hours of graduate credit can be obtained in this status. Some departments do not permit seniors to register for graduate courses without prior permission (see Majors and Degree Programs chart for information on restricted programs). Courses taken for graduate credit may not be used toward both the baccalaureate and a graduate degree.

UT KNOXVILLE VETERINARY MEDICINE STUDENTS

A student in good standing in the College of Veterinary Medicine may enroll in UT Knoxville 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 course. 2. The student may take a maximum of 10 semester hours of graduate courses during the D.V.M. program. 3. Approval must be obtained each semester at registration through the Office of Graduate Admissions and Records. The student's progress is subject to review and approval each semester by the Assistant Dean, College of Veterinary Medicine. Courses taken for graduate credit may not be used toward both the D.V.M. degree and a graduate degree.

UT KNOXVILLE LAW STUDENTS

Subject to approval by The Graduate School and the College of Law, a law student at UT Knoxville may enroll in graduate courses for graduate credit. Approval must be obtained each semester at the Office of Graduate Admissions and Records during registration. Courses taken for graduate credit may not be used toward both the J.D. degree and a graduate degree. Use of such courses toward the J.D. degree are subject to guidelines approved by the law faculty.

Law Courses

A graduate student may 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. The graduate student must register for law courses during the registration period at the College of Law and request an S/NC grade. If the student earns a 2.0 or better, an S will be recorded on the transcript. Below 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 grade-point average as law courses do not carry graduate credit.

Different rules apply to students enrolled in the Dual J.D.-MBA and J.D.-M.P.A. programs. Grades must be earned according to the grading system of the respective colleges, e.g., numerical grades for law courses, letter grades for graduate courses. Refer to sections on Business Administration, Political Science, and Law under Fields of Instruction for grades acceptable to meet degree requirements.

A student enrolled in the Ph.D. in Business Administration program may use 8 semester hours of law courses for the supporting area under the arrangement described under Business Administration.

Elderly and Disabled Persons

Legislation gives Tennessee citizens who are 60 years of age or older, or those who are totally disabled, the opportunity to attend credit and non-credit courses at the University at no charge on an audit, space available basis. Legal verification of either of these conditions is required for enrollment. Students who are 65 or over, or who are totally disabled, and who desire to receive UT credit for their courses, may pay a reduced charge of $7 per credit hour up to a maximum of $75 for a full-time load. Registration for day and evening classes is handled by the Evening School, 451 Communications and University Extension Building, (615) 974-5361 or 1-800-334-1724.

Auditors and Audited Courses

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 an auditor, and paying regular fees. Graduate students who are currently enrolled and have paid regular fees are 60 years of age or older, or those who are totally disabled, and who desire to receive UT credit for their courses, may pay a reduced charge on an audit, space available basis. Legal verification of either of these conditions is required for enrollment. Students who are 65 or over, or who are totally disabled, and who desire to receive UT credit for their courses, may pay a reduced charge of $7 per credit hour up to a maximum of $75 for a full-time load. Registration for day and evening classes is handled by the Evening School, 451 Communications and University Extension Building, (615) 974-5361 or 1-800-334-1724.

Correspondence Study

No graduate credit is accepted at UT Knoxville for work done by correspondence study at any university.

Proficiency Examinations

A proficiency examination may be given in academic courses offered for graduate credit. Applications for proficiency examinations are available in the Office of the Registrar, 209 Student Services Building. To be eligible, a student must be admitted to The Graduate School. The request for examination must be approved by the head of the department offering the course. A student applying for this privilege must present evidence to the department head that he/she has the knowledge and abilities expected of graduate students who have taken the same course. Upon passing the examination with a minimum grade of B, the student will receive graduate credit. A maximum of one-fourth of the total credit hours in a Master's degree program may be earned by this method, subject to the approval of the student's graduate committee. A fee of $7 per credit hour must be paid before 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. Proficiency examinations taken at other institutions are not transferable.

English Proficiency

Any person whose native language is not English must pass an English proficiency examination given by the University prior to initial registration. Students whose performance on the examination indicates a need for additional English study must enroll immediately for English 121 English Grammar Review for Foreign Students (or another course assigned by the English Department) for undergraduate credit and pass with a grade of C or better. A student may not take more than 6 additional
hours of coursework while enrolled in English 121. Those students whose scores indicate that they are not prepared to enter English 121 will be referred to a program of intensive English study.

Persons whose native language is not English must pass an oral test in English (the SPEAK Test) before they can be assigned to classroom duties in connection with their assistantships. The SPEAK Test is administered on campus by the Learning Research Center. Scores from the Test of Spoken English (TSE) may be accepted in place of the SPEAK Test.

Prerequisites

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

Advisor/Major Professor

Every graduate student must have an advisor from the major department. This professor advises the student about courses, supervises the student’s research, and facilitates communication within the major department, to other departments and to the Graduate School. The advisor must approve the student’s program each semester. 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 student’s promise as a scholar. As early as appropriate the student requests a professor in the major department to serve as the advisor. The major professor and student together select a graduate committee.

Departmental Liaison

In the list of faculty under each department, one member has been designated as a liaison to graduate students in other majors. The liaison acts as a departmental contact to assist non-departmental students with course selection and other academic matters.

Registration

Registration is required of all graduate students when using University facilities and/or faculty time. The minimum number of hours for registration is three. Registration allows use of services such as library checkout, laboratories, and recreation facilities not open to the public. Information concerning registration is available in the Graduate School News and Timetable of Classes chart for each term. A registration period is scheduled during each semester for a subsequent semester. A student who has applied for graduate admission may register (see Conditional Registration). A late registration period is held normally two days prior to the beginning of classes. A late fee of $15.00 is assessed to any student in attendance at the University who fails to register early for the following semester(s). A student who participates in regular registration must obtain the computerized class schedule and pay fees on the first day of registration check-in. Additional information can be obtained from the Office of Graduate Admissions and Records.

Failure to pay tuition and fees before the deadline listed each semester in the Timetable of Classes will result in the assessment of a late registration fee. Retroactive registration is not permitted.

For registration procedures, students should consult the Timetable of Classes for the appropriate term.

Non-degree or provisional students in unrestricted programs (see Majors and Degree Programs chart) may obtain permission to register from the Office of Graduate Admissions and Records. Non-degree students with no declared major must obtain permission from the department/program head to register for courses in restricted fields.

Conditional Registration

A person who appears to meet the admission requirements of The Graduate School may be allowed to register for an initial term after submitting the Graduate Application for Admission form and application fee. Time is allowed to obtain transcripts and additional requirements for admission. The student who fails to gain admission within seven weeks after registration will NOT be permitted to register again until all admission requirements are met. International students may not register conditionally.

Registration for Use of Facilities

Students using University facilities, services or faculty time must be registered. Normally, students are registered for coursework or thesis/dissertation research. Non-thesis students or those who have not begun research, both of whom have completed all coursework requirements, must register for course 502.

Course Description

Each course listing in the Graduate Catalog contains information in abbreviated form. The course number indicates the level at which the course is taught. All 500- and 600-level courses are graduate courses. The 400-level courses are upper division undergraduate courses that may be taken for graduate credit only if listed in the Graduate Catalog. To receive graduate credit for these, the student must indicate on the registration material.

The official course title appears following the course number. Numbers in parentheses following the course title indicate the semester hours credit. If the credit is variable, to be determined in consultation with the instructor, the minimum and maximum are shown (e.g. 2-3). The credit hours are followed by a course description indicating the content to be covered.

"Precore" indicates courses which must be taken prior to the course in question. A "Coreq:" course may be taken prior to or concurrently with the specific course. A "Recommended prereq:" course should be taken previously but is 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 500, Dissertation 600, and Registration for Use of Facilities 502. Courses may be cross-listed with two or more departments, an arrangement indicated by a parenthetical statement. (Same as Psychology 543). The course description is given only under the primary department.

"S/NC only" indicates that the course may be taken only for Satisfactory/No Credit grading (refer to section on Grades).

A symbol indicating the semester or frequency that the course is normally offered is included at the end of many course descriptions:

- F-Fall
- E-Every semester
- S-Spring
- A-Autumn years
- Su-Summer

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 semester, is the official notification of courses offered for a specific semester. Students should contact the appropriate department or program head concerning courses to be offered in future semesters.

Change of Registration

The permanent record will show all courses for which the student has registered except those audited and those from which the student has withdrawn during the first 29 calendar 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 space available to other students. Students have the responsibility to assure that they have been dropped. Otherwise they may receive a grade of F in the course.

Course registration may be changed from credit to audit or audit to credit only during the first 29 calendar days after the beginning of classes.

The deadline for all other changes of registration (e.g. from graduate to undergraduate, undergraduate to graduate, withdrawal) is approximately 42 calendar days after the first day of classes each semester. (See Graduate School News or Timetable of Classes each term for exact date.) A student may change registration for a course at any time prior to and including this date by executing a change of registration form through the Office of Graduate Admissions and Records or Computer Assisted Registration. The student must sign the form certifying approval of the advisor. The instructor's signature is required to add a course if the course is closed and/or after the first 29 calendar days of classes.

If the student withdraws from a course or from the University after the first 29 calendar days of classes and before the change of
registration deadline, a grade of W will be entered on the permanent record.

After the change of registration deadline, a student withdrawing from a course or from the University will receive a grade of F unless it can be demonstrated that the request for withdrawal is based on circumstances beyond the student's control. In the latter case, a grade of W will be entered on the permanent record.

To change registration in any way after the deadline, a student must present the request, together with documentary evidence of extenuating circumstances, to the Office of Graduate Admissions and Records. In addition, the student must complete a change of registration form and questionnaire signed by the instructor(s) and advisor as evidence of their knowledge of the request. If the request is approved, the Office of Graduate Admissions and Records will authorize the change on the student's permanent record.

Course Loads

The maximum load for a graduate student is 15 hours, and 9 to 12 hours are considered a full load. Students holding a one-half time assistantship normally should enroll for 6-11 semester hours. A one-fourth time graduate assistant normally should take 9-13 semester hours. A student on a one-half time assistantship who takes six semester hours will be considered full time. Refer to the Policy for the Administration of Graduate Assistantships for additional information.

For the summer term, graduate students may register for a maximum of 12 semester hours in an entire summer term or for a maximum of 6 semester hours in a 5-week summer session. Students may enroll in only one course during a mini-term session.

Students receiving financial aid should consult with the department/program head concerning appropriate course loads. Courses audited do not count toward minimum graduation hours required for financial assistance.

Registration for more than 15 hours during any semester, or for more than 12 hours in the summer term, is not permissible without prior approval of The Graduate School, which may allow registration of up to 18 hours during a semester if the student has achieved a cumulative grade-point average of 3.6 or better in at least nine hours of graduate work with no outstanding incompletes. No more than 12 hours are permissible in the summer term without prior approval.

Grade-Point Average and Grades

A cumulative grade-point average of 3.0 is required on all graduate coursework taken at UT Knoxville to remain in good standing and to receive any graduate degree from the University. All coursework taken for graduate credit is computed into the GPA.

Grades in The Graduate School have the following meanings:

A (4 quality points per semester hour), satisfactory performance.
B (3 quality points per semester hour), better than satisfactory performance.
B+ (2.5 quality points per semester hour), less than satisfactory performance.
C+ (2 quality points per semester hour), performance well below the standard expected of graduate students.
C (1 quality point per semester hour), clearly unsatisfactory performance and cannot be used to satisfy degree requirements.
F (no quality points), extremely unsatisfactory performance and cannot be used to satisfy degree requirements.
I (no quality points), a temporary grade indicating that the student has performed satisfactorily in the course but, due to unforeseen circumstances, has been unable to finish all requirements. An I is NOT given to enable a student to do additional work to raise a deficient grade.
W (carries credit hours, but no quality points), S is equivalent to a grade of B or better, and NC means no credit earned. Courses where NC is received may be repeated for a grade of S. A grade of S/NC is allowed only where indicated in the course description in the Graduate Catalog. The number of S/NC courses in a student’s program is limited to one-fourth of the total credit hours required.
P (carries credit hours, but no quality points), indicates progress toward completion of a thesis or dissertation. NP indicates no progress or inadequate progress.
W (carries no credit hours or quality points), indicates that the student officially withdrew from the course.

No graduate student may repeat a course for the purpose of raising a grade already received, with the exception of NC. A graduate student may not do additional work nor repeat a course for a grade of S/NC. A grade of S/NC is allowed only where indicated in the course description in the Graduate Catalog. The number of S/NC courses in a student’s program is limited to one-fourth of the total credit hours required. A graduate student may graduate with an I on the record.

The academic records of all graduate students are reviewed at the end of each semester, including the summer term. Graduate students must maintain a cumulative grade-point average (GPA) of at least 3.0 on all graduate courses taken for a letter grade of A-F. Grades of S/NC, P/NP, and I, which have no numerical equivalent, are excluded from this computation.

Departments and programs have requirements for continuation or graduation in addition to the minimum requirements set forth in this Catalog by The Graduate School. It is the student’s responsibility to be familiar with the special requirements of the department or program.

ACADEMIC PROBATION

Upon completion of nine hours of graduate coursework, a graduate student will be placed on academic probation when his/her cumulative GPA falls below 3.0. A student will be allowed to continue graduate study in subsequent semesters if each semester’s grade-point average is 3.0 or greater. Upon achieving a cumulative GPA of 3.0, the student will be removed from probationary status.

DISMISSAL

If a student is on academic probation, the degree or non-degree status will be terminated by The Graduate School if the student’s semester GPA falls below 3.0 in a subsequent semester. When the particular circumstances may be deemed to justify continuation, and upon recommendation of the appropriate academic unit and approval of The Graduate School, a student on probation whose semester GPA is below 3.0 may be allowed to continue on a semester-by-semester basis.

Dismissal of a graduate student by a department or program is accomplished by written notice to the student, with a copy to The Graduate School. In those cases where the department’s requirements for continuation are more stringent than Graduate School requirements, The Graduate School will evaluate the student’s record to determine whether the student is eligible to apply for a change of status and register in another area of study. Registration for courses in a department from which a student has been dismissed will not be permitted, except by written authorization from that department.

Academic Honesty

Academic integrity is a responsibility of all members of the academic community. An honor statement is included on the application for admission and readmission. The applicant’s signature acknowledges that student’s adherence to academic honesty is confirmed. The honor statement declares that:

"An essential feature of The University of Tennessee, Knoxville is a commitment to maintaining an atmosphere of intellectual integrity and academic honesty. As a student of the University, I pledge that I will neither knowingly give not receive any inappropriate assistance in academic work, thus affirming my own..."

academic progress and potential. Continuation in a program is determined by consideration of all these elements by the faculty and the head of the academic unit.

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Personal commitment to honor and integrity.

Webster's Ninth New Collegiate Dictionary (1983) defines plagiarism as "stealing or passing off ideas or words of another as one's own; "the use of a created production without crediting the source." Any material taken from another source must be documented, and in no case should one present another person's work as one's own. Extreme caution should be exercised by students involved in collaborative research to avoid questions of plagiarism. If in doubt, students should check with the major professor and The Graduate School about the project. Plagiarism will be investigated when suspected and prosecuted if established.

Appeals Procedure

The student handbook, Hilltopics, published and distributed annually, contains statements of UT Knoxville standards of conduct and of all disciplinary regulations and procedures. 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 Dean of the respective college, the Dean of The Graduate School, the Graduate Council, and the Chancellor. Any individual may ultimately appeal to the President of the University. A copy of the Appeals Procedure is available in the Office of Graduate Admissions and Records.

Degree Program Requirements

A complete list of programs is found under the Majors and Degree Programs chart. For specific degree requirements, consult individual program descriptions listed by college and field of instruction in this Catalog. See also the summary of procedures charts, and refer to the Graduate School News each semester for specific deadlines.

The following are the Graduate School's minimum requirements for degree programs. Refer to the Fields of Instruction for additional program requirements.

Definition of Graduate Terms

Major: The principal educational interest of a student as represented by one of the curricula prescribed by one of the various units at UT Knoxville. The major specifies the minimal requirements for a degree.

Minor: An area of interest secondary to the major that is represented by a specified set of hours and/or courses. Diffs from "concentration" in that a minor is not a subdivision of the major.

Concentration: A collection of courses within a major that focuses on a particular subject area. The term "concentration" describes the nature of the set of courses.


Cognate: A limited block of courses or hours required outside the unit in which the major is offered.

Specialization: A sub-collection of courses within a concentration that focuses on specific subject matter. The term "specialization" describes the nature of the set of courses.

Track: A separate route leading to the same degree but with different requirements.

Tool: A limited block of courses or hours required to enhance research or methodological expertise.

Minors

For the Master's degree at UT Knoxville, a minor is defined as 6-12 semester hours in one field outside the major. Usually the minor courses are within a single teaching discipline that also offers a major.

Two interdisciplinary minors are available, at the Master's and doctoral levels, in Statistics (Business Administration) and in Gerontology (Human Ecology). See Fields of Instruction for specific requirements and approval provisions.

The minor area must be approved by the major and minor academic units, and a member from the minor unit must serve on the graduate committee.

Transfer Credits

Courses taken at another institution may be considered for transfer into a Master's or Ed.S. program as determined by the committee and approved by The Graduate School. At the doctoral level, courses are not officially transferred although they may be used to meet degree requirements. Where a requirement has been met through coursework in another program, the student may petition the academic unit for a waiver of the requirement at the doctoral level. Official transcripts must be sent directly to the Office of Graduate Admissions and Records from all institutions previously attended before any credit will be considered.

To be transferred into a Master's or Ed.S. program at UT Knoxville, a course must:
1. be taken for graduate credit;
2. carry a grade of B or better;
3. be part of a graduate program in which the student had a B average;
4. not have been used for a previous degree; and
5. be approved by the student's graduate committee and The Graduate School on the Admission to Candidacy form.

Courses transferred to any graduate program will not affect the minimum residence requirements for the program, nor will they be counted in determining the student's grade-point average. Credits transferred from universities outside The University of Tennessee system cannot be used to meet the 500- or 600-level coursework requirements. Credit for extension courses taken from other institutions is not transferable, nor is credit for any course taken at an unaccredited and/or foreign institution.

MASTER'S DEGREE

A minimum of one-half of the total hours required for a Master's degree must be taken at UT Knoxville. A maximum of one-third of the total hours may be transferred from institutions outside The University of Tennessee system, upon request by the academic unit. In addition, the student may transfer courses taken at other campuses of The University of Tennessee. Transferred courses must have been completed within the six-year period prior to receipt of the degree. The courses must be listed on the Admission to Candidacy form and will be placed on the student's UT Knoxville transcript only after admission to candidacy.

ED.S. DEGREE

A maximum of six semester (nine quarter) hours of coursework beyond the Master's degree may be transferred to an Ed.S. program. Transferred courses in the last 30 hours taken for the degree must have been completed within the six-year period prior to receipt of the degree. The courses must be listed on the Admission to Candidacy form and will be placed on the student's UT Knoxville transcript only after admission to candidacy.

DOCTORAL DEGREE

Coursework taken prior to admission to a doctoral program may be used toward the degree as determined by the student's doctoral committee. Although the courses are used as part of the requirements toward the degree and are listed on the admission to candidacy, they are not officially transfer courses and are not placed on the student's UT Knoxville transcript.

Theses and Dissertations

All theses and dissertations are submitted to The Graduate School Thesis/Dissertation Consultant for examination. The Consultant will review the material and assure that it is attractively presented, free of technical errors in format, suitable for binding, and reflects credit upon the University and The Graduate School. If the thesis or dissertation is not accepted, the student must make corrections and resubmit the material.

The student, major professor and committee share responsibility for the accuracy and professionalism of the final product of the student's research. The student should confer with the Thesis/Dissertation Consultant regarding problems and questions in advance of preparing the final copy. The UT Knoxville Guide to the Preparation of Theses and Dissertations (7th ed.) provides the correct format for theses or dissertations. Workshops are held periodically throughout the academic year. The date for each workshop is announced in the Graduate School News.

The thesis/dissertation normally should be written in English. Under exceptional circumstances, another language may be used if prior approval is obtained from The Graduate School. A request to write in a language other than English should be submitted to the Dean of The Graduate School by the student's thesis committee, with the endorsement of the Department Head and the Dean of the College, prior to Admission to Candidacy for the degree sought. The request should include a proposal and justification for the exception. In all cases, one thesis/dissertation abstract must be written in English.

A basic principle in graduate education is that theses and dissertations produced by
graduate students will be published and made available to other researchers in the field. When a graduate student that the research becomes classified in the course of a project, these same persons should be notified immediately so that proper procedures can be assured. Failure to comply with these requirements may lead to the rejection of a thesis or dissertation manuscript.

Master's Degrees

Master's degree programs are available with thesis and non-thesis options. These programs require 30 or more graduate courses. In addition to the M.A. and M.S. degrees, a number of other degrees are offered, including the MBA and the M.S.W.

Course Requirements

A candidate for a Master's degree must complete a minimum of 30 hours of graduate credit in courses approved by the student's Master's committee. In thesis programs, 6 semester hours of credit in the major (and 9-12 in some approved programs) must be earned in course 500 while the student is preparing the thesis. Hours applied to the Master's degree may be entirely from one major subject or may be distributed to include one or two minor areas. In a 30-hour program, the major subject must include at least 12 hours of graduate coursework, exclusive of course 500, and a minor must include not fewer than 6 nor more than 12 hours of graduate credit. At least two-thirds of the minimally required hours in a Master's degree program must be taken in courses numbered at or above the 500 level. Only 6 thesis hours can be counted toward this requirement. For coursework taken at other institutions, refer to section on Transfer Credits.

Second Master's Degrees

For a second Master's degree, the student must fulfill all major requirements applicable to the first Master's degree, including the thesis, if appropriate. Coursework applied to one Master's degree program may not be applied toward a second.

Master's Committee

A committee composed of the major professor and at least two other faculty members at the rank of assistant professor or above should be formed as early as possible in a student's program and must be formed by the time a student applies for admission to candidacy (refer to Advisor/Major Professor). The responsibility of this committee is to assist the student in planning a program of study and carrying out research, and to assure fulfillment of the degree requirements. If the student has a minor, one member of the committee must be from the minor department.

Admission to Candidacy

Admission to candidacy reflects agreement among the student, graduate committee, and the Graduate School that the student has demonstrated ability to do acceptable graduate work and that normal progress has been made toward a degree. This action usually connotes that all prerequisites to admission have been completed and a program of study has been approved.

For the Master's degree is made as soon as possible after the student has completed any prerequisite courses and nine hours of graduate coursework with a 3.0 average or higher in all graduate work. The Admissions to Candidacy form must be signed by the student's committee and contain all courses to be used for the degree, including transfer coursework. The student must submit the Admissions to Candidacy form to the Office of Graduate Admissions and Records no later than commencement day of the semester preceding the semester in which he/she plans to graduate.

Thesis Registration

A student must be registered for course 500 each semester during work on the thesis, including a minimum of 3 hours the semester in which the thesis is accepted by The Graduate School. Six hours of 500 are required for the thesis option. After receiving the Master's degree, a student is no longer permitted to register for Thesis 500.

Thesis

The thesis represents the culmination of an original research project completed by the student. It must be prepared according to the UT Knoxville Guide to the Preparation of Theses and Dissertations (7th ed.). Two copies of the thesis must be approved and accepted by The Graduate School on or before the deadline specified each semester in the Graduate School News. Each copy must include an approval sheet, signed by the members of the Master's committee, certifying that they have examined the final copy of the thesis and have judged it to be satisfactory.

Final Examination for Non-Thesis Students

A candidate presenting a thesis or problems must pass a final comprehensive written examination. A department may require an additional oral examination. The examination is not merely a test over coursework, but a measure of the student's ability to integrate material in the major and related fields. Except with prior approval from The Graduate School, the examination must be given on the UT Knoxville campus. It must be scheduled through the Office of Graduate Admissions and Records in accordance with the deadlines specified in the Graduate School News and will be conducted by the Master's committee. Final examinations not properly scheduled must be repeated.

Students taking the final examination but not otherwise using University facilities may pay a fee of $135 instead of registering. In case of failure, the candidate may not apply for reexamination until the following semester. The result of the second examination is final.

Time Limit

Candidates have six calendar years from the time of enrollment in The Graduate School to complete the degree. Students who change degree programs during this six-year period may be granted an extension of time by and approval by The Graduate School. In any event, courses used toward a Master's degree must have been taken within six calendar years of graduation.

Specialist in Education Degree

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

Admission to the Ed.S. program requires acceptance by The Graduate School, and review and acceptance by the department or area in which the student is majoring. It is recommended that students who apply for the Ed.S. have at least one year of related work experience. Additional information on admission requirements can be obtained from the departments offering the degree.

Course Requirements

The student's program involves a minimum of four semesters of study totaling no fewer than 60 semester hours of graduate credit beyond the baccalaureate degree. A minimum of 6 hours is required outside the major department or area.

A student admitted to the program with a Master's degree, or with acceptable work beyond the Master's degree, may have program requirements modified upon recommendation of the student's committee. However, no modifications will be permitted in examination and research requirements, nor in the minimum 6 graduate hours required outside the major. All prior coursework accepted toward the degree must be related to the student's program objectives. A maximum of 6 hours beyond the Master's degree may be transferred from...
completed and a program that all prerequisites to admission have been worked on and that normal progress has been made. Admission to candidacy reflects agreement of the student's major field and any cognate fields, as well as arrangements which guarantee sustained, systematic study and superior competency in a particular field.

Doctoral Degrees

Two doctoral degree programs are available: Doctor of Philosophy (Ph.D.) and Doctor of Education (Ed.D.). For a list of programs see Majors and Degree charts. For specific degree requirements, consult individual program descriptions listed by college and field of instruction in this Catalog. See also Summary of Procedures for Doctoral Degrees chart.

The doctoral degree is evidence of exceptional scholarly attainment and demonstrated capacity in original investigation. Requirements for the degree, therefore, include courses, examinations, and a period of resident study, as well as arrangements which guarantee sustained, systematic study and superior competency in a particular field.

Program of Study

The student's program of study is subject to Graduate Council policies and individual program requirements. The program of study as listed by the student on the Admission to Candidacy form must be approved by the doctoral committee. Doctoral programs include a major field or area of concentration and, frequently, one or more cognate fields. Cognate fields are defined as a minimum of 6 semester hours of graduate coursework in a given area outside the student's major field.

A candidate for a doctoral degree must complete a minimum of 24 hours of graduate coursework beyond the Master's degree, which is a prerequisite for entry into most doctoral programs. If the doctoral program does not require a Master's degree, the candidate must complete a minimum of 48 hours of graduate coursework beyond the baccalaureate degree. A minimum of 12 of the 24 hours, or 30 of the 48 hours, must be graded A or A+. A minimum of 6 semester hours of dissertation coursework must be taken in UT Knoxville courses at the 600-level, exclusive of dissertation.

In addition, 24 hours of course 600 Doctoral Research and Dissertation are required. See Continuous Registration.

For coursework taken prior to admission to the doctoral program, refer to the section on Transfer Credits.

Doctoral Committee

The student and major professor identify a doctoral committee composed of at least four faculty members, holding the rank of assistant professor or above, three of whom, including the chair, must be approved by The Graduate Council to direct doctoral research. At least one member must be from a department other than that of the student's major field. This committee is nominated by the department head or college dean and approved by The Graduate School.

The committee should be formed during the student's first year of doctoral study. Subject to Graduate Council policies and individual program requirements, the committee must approve all coursework applied toward the degree, certify the student's mastery of the major field and any cognate fields, assist the student in conducting research, and recommend the dissertation for approval and acceptance by The Graduate School.

Continuous Registration

The student must register continuously for course 600 (minimum of 3 hours) from the time the doctoral research proposal is approved, admission to candidacy is accepted, or registration for course 600 is begun, whichever comes first, including summer semester and the semester in which the dissertation is approved and accepted by The Graduate School. A minimum total of 24 hours of course 600 is required before the dissertation will be accepted. A student who will not be using faculty services and/or university facilities for a period of time may request leaves of absence from dissertation research up to a maximum of six terms (including summer terms). The request, to be made in advance, will be considered by The Graduate School upon written recommendation of the department head.

Doctoral Examinations

Departments may, at their option, administer diagnostic and/or qualifying examinations in the early stages of the student's doctoral program. Successful completion of a comprehensive examination and a defense of dissertation is required for all doctoral degrees. Registration is required the term in which examinations are taken.

Diagnostic Examination

A student on admission to a doctoral program may be given a written and/or oral diagnostic examination to help determine the student's level of preparation, areas of strengths and weaknesses, and general background. The diagnostic examination is designed to aid in the selection of courses and to determine the student's preparation to continue doctoral studies at UT Knoxville.

Qualifying Examination

A student on admission to a doctoral program may be given a written and/or oral qualifying examination to help determine the student's level of preparation, areas of strengths and weaknesses, and general background. The qualifying examination is 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.

**Comprehensive Examination**

The comprehensive examination (or the final part of this examination, when parts are given at different times) is normally taken when the doctoral student has completed all or nearly all prescribed courses. Thus, its successful completion indicates that, in the judgement of the faculty, the doctoral student can think analytically and creatively, has a comprehensive knowledge of the field and the specialty, knows how to use academic resources, and is deemed capable of completing the dissertation. The comprehensive examination must be passed prior to admission to candidacy. A written examination is required, and an oral examination is encouraged.

The faculty of the graduate program and/or the student's doctoral committee will determine the content, nature and timing of the comprehensive examination and certify its successful completion. The department or committee may at its discretion subdivide the examination, administering portions of the examination several times during the student's course of study. Students should review carefully the written statement from each doctoral degree program which details the timing, areas covered, grading procedures, and provisions for repeating a failed examination.

**Defense of Dissertation Examination**

A doctoral candidate must pass an oral examination on the dissertation. The dissertation, in the form approved by the major professor, must be distributed to the committee at least two weeks before the examination. The examination must be scheduled through the Graduate Admissions and Records Office at least one week prior to the examination. Final examinations not properly scheduled must be repeated. The examination is announced publicly and is open to all faculty members. The defense of dissertation will be administered by ALL members of the doctoral committee after completion of the dissertation and all course requirements. This examination must be passed at least two weeks before the date of submission and acceptance of the dissertation by The Graduate School. The major professor must submit the results of the defense by the dissertation deadline.

**LANGUAGE REQUIREMENTS**

Candidates for the Ph.D. degree may be required to demonstrate a reading knowledge of at least one foreign language in which there exists a significant body of literature relevant to the major field of study. Please refer to the descriptions of individual programs. The doctoral committee will determine the specific language (or languages) required. When the student is prepared to take a language examination, he/she should complete an Application for Doctoral Language Examination at the Office of Graduate Admissions and Records in accordance with the dates and times for the examinations printed in the Graduate School News. Satisfactory completion (grade of B or better) of German 332 or French 302 may be substituted for a language examination.

Some programs may accept a computer language in lieu of a foreign language.

**RESIDENCE REQUIREMENTS**

Residence is defined as full-time registration for a given semester on the campus where the program is located. The summer semester is included in this period.

For the doctoral degree, a minimum of two consecutive semesters of residence is required. Individual doctoral programs may have additional residence requirements.

A statement as to how and during what period of time the residence requirement has been met will be presented with the Application for Admission to Candidacy along with signatures of approval from the major professor and the Department Head/Program Director. More information about the rationale for the residence requirement may be obtained from the Graduate Council report available in The Graduate School.

**ADMISSION TO CANDIDACY**

Admission to candidacy reflects agreement among the student, graduate committee, and The Graduate School that the student has demonstrated ability to do acceptable graduate work and that normal progress has been made toward a degree. This action usually connotes that all prerequisites to admission have been completed and a program of study has been approved.

A student may be admitted to candidacy for the doctoral degree after passing the comprehensive examination, fulfilling any language requirements (for Ph.D.), and maintaining at least a B average in all graduate coursework. Each student is responsible for filing the admission to candidacy form, which lists all courses to be used for the degree, including courses taken at UT Knoxville or at another institution prior to admission to the doctoral program, and is signed by the doctoral committee. Admission to candidacy must be applied for and approved by The Graduate School at least one full semester prior to the date the degree is to be conferred.

**DISSERTATION**

The dissertation represents the 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 research. A student should be registered for the number of dissertation hours representing the fraction of effort devoted to this phase of the candidate's program. Thus, a student working full time on the dissertation should register for 12 hours of 600 per semester.

Two copies of the dissertation (prepared according to the regulations in the *UT Knoxville Guide to the Preparation of Theses and Dissertations, 7th ed.*) must be submitted to and accepted by The Graduate School. Each copy must include an approval sheet, signed by all members of the doctoral committee, which certifies to The Graduate School that they have examined the final copy and found that its form and content demonstrate scholarly excellence. 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.

**TIME LIMIT**

Comprehensive examinations must be taken within five years, and all requirements must be completed within eight years, from the time of a student’s first enrollment in a doctoral degree program.
## Summary of Procedures for Master's and Specialist in Education Degrees

<table>
<thead>
<tr>
<th>PROCEDURES</th>
<th>UNDER DIRECTION OF</th>
<th>DATE</th>
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<tbody>
<tr>
<td>Admission as a potential degree candidate</td>
<td>Office of Graduate Admissions and Records</td>
<td>Prior to completing 15 hours of graduate courses</td>
</tr>
<tr>
<td>Formation of Master's/Ed.S. committee</td>
<td>Advisor/Major professor</td>
<td>Prior to application for admission to candidacy</td>
</tr>
<tr>
<td>Submission of application for admission to candidacy</td>
<td>Master's/Ed.S. committee</td>
<td>At least one semester prior to graduation*</td>
</tr>
<tr>
<td>Approval of admission to candidacy</td>
<td>The Graduate School</td>
<td>Prior to graduation</td>
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### GRADUATION REQUIREMENTS FOR NON-THESIS OPTION

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<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 materials</td>
</tr>
<tr>
<td>Application for diploma</td>
<td>Office of Graduate Admissions and Records</td>
<td>Deadline available at registration *</td>
</tr>
<tr>
<td>Payment of graduation fee</td>
<td>Bursar's Office</td>
<td>Deadline available at registration *</td>
</tr>
<tr>
<td>Scheduling of Final Examination</td>
<td>Student and Office of Graduate Admissions and Records</td>
<td>Not later than one week prior to Final Examination*</td>
</tr>
<tr>
<td>Final Examination</td>
<td>Master's/Ed.S. Committee</td>
<td>Not later than three weeks prior to Commencement*</td>
</tr>
<tr>
<td>Removal of Incomplete(s)</td>
<td>Instructor of course</td>
<td>Not later than one week prior to Commencement*</td>
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### GRADUATION REQUIREMENTS FOR THESIS/PROBLEMS OPTIONS

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<tr>
<td>Payment of graduation fee</td>
<td>Bursar's Office</td>
<td>Deadline available at registration *</td>
</tr>
<tr>
<td>Submission of thesis/problems to Master's/Ed.S. committee</td>
<td>Student</td>
<td>At least two weeks prior to Final Examination</td>
</tr>
<tr>
<td>Scheduling of Final Examination</td>
<td>Student and Office of Graduate Admissions and Records</td>
<td>Not later than one week prior to Final Examination*</td>
</tr>
<tr>
<td>Final Examination</td>
<td>Master's/Ed.S. Committee</td>
<td>Not later than four weeks prior to Commencement*</td>
</tr>
<tr>
<td>Approval and acceptance of final copy of thesis and thesis card</td>
<td>Master's/Ed S. committee and The Graduate School</td>
<td>After Final Examination and not later than two weeks prior to Commencement*</td>
</tr>
<tr>
<td>Removal of Incomplete(s)</td>
<td>Instructor of course</td>
<td>Not later than one week prior to Commencement*</td>
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*Deadlines are printed in the Graduate School News each semester.*
# Summary of Procedures for Doctoral Degrees

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<tbody>
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<td>Admission as a potential degree candidate</td>
<td>Office of Graduate Admissions and Records and Major Department</td>
<td>Prior to completing 15 hours of graduate courses</td>
</tr>
<tr>
<td><em>Appointment of doctoral committee</em></td>
<td>The Graduate School on recommendation of department head</td>
<td>Preferably during the first year of graduate study, but at the latest, prior to application for admission to candidacy</td>
</tr>
<tr>
<td><em>Comprehensive 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>Office of Graduate Admissions and Records</td>
<td>Prior to admission to candidacy</td>
</tr>
<tr>
<td>Submission and approval of application for admission to candidacy</td>
<td>Doctoral committee and The Graduate School</td>
<td>At least one semester prior to graduation***</td>
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**GRADUATION REQUIREMENTS**

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<td>Deadline available at registration ***</td>
</tr>
<tr>
<td>Payment of graduation fee</td>
<td>Bursar's Office</td>
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</tr>
<tr>
<td>Submission of dissertation to doctoral committee</td>
<td>Student</td>
<td>At least two weeks prior to Defense of Dissertation Examination</td>
</tr>
<tr>
<td>Scheduling of Defense of Dissertation Examination</td>
<td>Student and Office of Graduate Admissions and Records</td>
<td>Not later than one week prior to Defense of Dissertation Examination***</td>
</tr>
<tr>
<td>Defense of Dissertation Examination</td>
<td>Doctoral committee</td>
<td>Not later than four weeks prior to Commencement***</td>
</tr>
<tr>
<td>Approval and acceptance of final copy of dissertation, doctoral forms, and dissertation card</td>
<td>Doctoral committee and The Graduate School</td>
<td>After Defense of Dissertation Examination and not later than two weeks prior to Commencement***</td>
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</tr>
</tbody>
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*The order of these items varies with individual programs.
**Not required in some programs.
***Deadlines are printed in the Graduate School News each semester.
Residency Classification for Tuition Purposes

A prospective student who applies to The Graduate School is notified of residency classification (in-state or out-of-state) for tuition purposes. Classification is based on information supplied on the Graduate Application for Admission. A student cannot acquire in-state status on the basis of full-time enrollment at a higher educational institution in Tennessee. Proof of in-state residence is the responsibility of the individual.

A student classified out-of-state who (1) works full-time in the state at Fort Campbell, Kentucky, and (2) attests to resident status in Kentucky on a part-time basis (maximum 6 hours of coursework per semester), is eligible for a waiver of out-of-state tuition. The student must apply for a waiver prior to the date of registration each semester. Forms are available from the Residency Assistant in the Office of Graduate Admissions and Records.

A student wishing to appeal a classification should contact the Residency Assistant, who will provide an application for reclassification and a copy of the State regulations. The application must be submitted on or before the last day of registration for a given semester, if the student is to be considered for reclassification that semester.

RULES OF RESIDENCY CLASSIFICATION

Intent

It is the intent that the public institutions of higher education in the State of Tennessee shall apply uniform rules, as described in these regulations, in determining whether students shall be classified "in-state" or "out-of-state" for fees and tuition purposes and for admission purposes.

Definitions

(1) "Public higher educational institution" shall mean a university or community college supported by appropriations made by the Legislature of this State.

(2) "Residence" shall mean continuous physical presence and maintenance of a dwelling within this State, provided that absence from the State for short periods of time shall not affect the establishment of a residence.

(3) "Domicile" shall mean a person's true, fixed, and permanent home and place of habitation; it is the place where he or she intends to remain, and to which he or she expects to return when he or she leaves without intending to establish a new domicile elsewhere.

(4) "Emancipated person" shall mean a person who has attained the age of eighteen years, and whose parents have entirely surrendered the right to the care, custody, and earnings of such person and who no longer are under any legal obligation to support or maintain such deemed "emancipated" person.

(5) "Parent" shall mean a person's father or mother. If there is a non-parental guardian or legal custodian of an emancipated person, "parent" shall mean such guardian or legal custodian; provided, that there are circumstances indicating that such guardianship or custodianship was created primarily for the purpose of conferring the status of an in-state student on such emancipated person.

(6) "Continuous enrollment" shall mean enrollment at a public higher educational institution or institutions of this State as a full-time student, as such term is defined by the governing body of said public higher educational institution or institutions, for a normal academic year or years or the appropriate portion or portions thereof since the beginning of the period for which continuous enrollment is claimed. Such person need not enroll in summer sessions or other such inter-sessions beyond the normal academic year for his or her enrollment to be deemed "continuous." Enrollment shall be deemed continuous notwithstanding lapses in enrollment occasioned solely by the scheduling of commencement and/or termination of the academic years, or appropriate portion thereof, of the public higher educational institutions in which such person enrolls.

Rules for Determination of Status

(1) Every person having his or her domicile in this State shall be classified "in-state" for fee and tuition purposes and for admission purposes.

(2) Every person not having his or her domicile in this State shall be classified "out-of-state" for said purposes.

(3) The domicile of an unemancipated person is that of his or her parent.

(4) The domicile of a married person shall be determined independent of the domicile of the spouse.

Out-of-State Students Who Are Not Required to Pay Out-of-State Tuition

(1) An unemancipated, currently enrolled student shall be reclassified out-of-state should his or her parent, having theretofore been domiciled in the State, remove from the State. However, such student shall not be required to pay out-of-state tuition nor be treated as an out-of-state student for admission purposes so long as his or her enrollment at a public higher educational institution or institutions is continuous.

(2) An unemancipated person whose parent is not domiciled in this State but is a member of the armed forces stationed in this State or at Fort Campbell pursuant to military orders shall be classified out-of-state, but shall not be required to pay out-of-state tuition. Such a person, while in continuous attendance toward the degree for which he or she is currently enrolled, is not required to pay out-of-state tuition if his or her parent thereafter is transferred on military orders.

(3) Part-time students who are not domiciled in this State but who are employed full-time in the State, or who are stationed at Fort Campbell pursuant to military orders, shall be classified out-of-state but shall not be required to pay out-of-state tuition.

(4) Military personnel and their spouses stationed in the State of Tennessee who would be classified out-of-state in accordance with other provisions of these regulations will be classified out-of-state but shall not be required to pay out-of-state tuition. This provision shall not apply to military personnel and their spouses who are stationed in this State primarily for educational purposes.

Presumption

Unless the contrary appears from clear and convincing evidence, it shall be presumed that an emancipated person does not acquire domicile in this State while enrolled as a full-time student at any public or private higher educational institution of this State, as such status is defined by such institution.

Evidence to be Considered for Establishment of Domicile

If a person asserts that he or she has established domicile in this State he or she has the burden of proving that he or she has done so. Such a person is entitled to provide to the public higher educational institution by which he seeks to be classified or reclassified in-state, any and all evidence which he or she believes will sustain his or her burden of proof. Said institution will consider any and all evidence provided to it concerning such claim of domicile but will not treat any particular type or item of such evidence as conclusive evidence that domicile has or has not been established.

Appeal

The classification officer of each public higher educational institution shall be responsible for initially classifying students "in-state" or "out-of-state." Appropriate procedures shall be established by each such institution by which a student may appeal his or her initial classification.

Effective Date for Reclassification

If a student classified out-of-state applies for in-state classification and is subsequently so classified, his or her in-state classification shall be effective as of the date on which reclassification was sought. However, out-of-state tuition will be charged for any semester during which reclassification is sought and obtained unless application for reclassification is made to the classification officer on or before the last day of regular registration of that quarter or semester.

University Fees

University fees and other charges are determined by the Board of Trustees and are subject to change without notice. All student fees are payable in advance.

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 error by appropriate additional charges or refunds.

All students are required to have a validated fee receipt to complete the registration procedure. This includes graduate assistants, teaching assistants, teaching associates, research assistants, staff, and others whose fees may be billed, prepaid, or waived. Delayed registration service fees are also applicable to such students.

No student is authorized to attend classes who has not obtained a computerized class schedule and a validated fee receipt.

The University is authorized by statute to withhold diplomas, grades, transcripts, and
registration privileges on any students until their debts and obligations (other than Student Loan Fund notes which have not matured) owed to the University are satisfied.

The general fees for graduate students in effect at the time of publication are as follows:

**APPLICATION FEE** .............................................. $15

Each graduate application for admission must be accompanied by a non-refundable fee of $15 before it will be processed (fee not required if: (1) former UT Knoxville graduate student; or (2) paid to UT Knoxville Graduate School within the previous 12 months).

If a student applies but does not enter graduate school within twelve months after date of requested admission, the file will be destroyed and it will be necessary to resubmit the $15 application fee and a new application. This fee is not refundable.

### IN-PERSON PROGRAMS AND SERVICES FEE

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<tr>
<th>PER SEMESTER</th>
<th>$1,043</th>
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NOTE: In lieu of the tuition and/or maintenance fee, part-time students may elect to pay fees computed by the semester hour credit (or audit) as follows:

In-State
$135 per semester hour or fraction thereof; minimum charge $270.

Out-of-State
$316 per semester hour or fraction thereof; minimum charge $532.

### UNIVERSITY PROGRAMS AND SERVICES FEE

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<tr>
<th>PER SEMESTER</th>
<th>$111</th>
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The purpose of the University Programs and Services Fee is to provide non-instructional facilities and programs of an educational, cultural, social, recreation, and service nature for UT Knoxville students. The student health fee is included in the full programs and services fee. Refer to Student Health Insurance and Student Health Services for additional information.

All students enrolled in excess of 8 semester hours per term are assessed an activity fee of $111. Part-time students taking fewer than nine semester hours will be assessed at the rate of $8 per semester hour or fraction thereof; minimum charge $16.

Graduate, teaching, and research assistants, teaching associates, and fellowship students, who may have a waiver of fees (tuition and/or maintenance), must pay the appropriate University Programs and Services Fee and late payment fee, if applicable.

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

Knoxville campus day students taking a course load of 3-8 hours may elect to pay the student health fee ($36), plus the appropriate part-time programs and services fee.

The University programs and services fee is not refundable. The fee for the summer term is $65.

### LATE PAYMENT FEE

Graduated Late Service Fee

Upon receipt of a schedule (full, partial, or incomplete) a student is registered and is immediately responsible for payment of fees. Students who register early for a semester must pay their fees (or make satisfactory arrangements with the Bursar's Office) before the second registration check-in days, prior to the beginning of classes, to avoid late service charges. Effective the first day of classes, a graduated late service fee of $2 per day will be charged during the next ensuing five regular business days.

Students who register through late registration will be granted an additional two additional days after classes begin to pay their fees (or make satisfactory arrangements with the Bursar's Office) before the second late service fee begins. Such students will be charged the graduated late service fee, beginning with the third regular business day following the last registration day (minimum charge $5 after the third day, $6 fourth day, $10 fifth day).

### Additional Late Service Fee

All students who have not completed registration and paid their appropriate charges (or made satisfactory arrangement with the Bursar's Office) within five regular business days after classes begin will be charged an additional $10 late service fee (total $20).

After 10 regular business days, students will be charged a second additional $10 late service fee (total $30). After 15 regular business days, students will be charged a third additional $10 late service fee (total $40). After 20 regular business days, students will be charged a fourth additional $10 late service fee to a maximum of $70, and may, at the discretion of the University, be withdrawn from school and assessed the appropriate fees as of the date dropped. A $10 service fee is applicable to extension accounts and room and board charges not paid (or deferral arrangements made) within seven calendar days after the date payment was due.

Doctoral students who must register retroactively for dissertation credit will be charged a late fee of $35 for each semester of retroactive registration.

### REINSTATEMENT FEE

$45

Failure to pay fees or to make satisfactory arrangements for deferment or waiver by the end of the fourth week of classes will result in the assessment of appropriate fees and forfeiture of all university services, including the receipt of grades, transcripts, and schedule of classes. After grades are withheld, the reinstatement fee is $45.

### LATE REGISTRATION FEE

$15

Students who do not register during the preceding semester will be charged a $15 late registration fee.

### RETURNED CHECK SERVICE FEE POLICY

During registration check-in days, all checks are deposited the day they are received. A $10 service charge will be assessed when checks fail to clear the bank on which drawn. In addition, if the returned check is in payment of initial fees and charges, the late payment fee in effect at the time the check is redeemed (minimum charge - $20) will be added to the returned check service fee. Returned checks will not be redeposited. Cash or certified checks are required for payment of the returned check, late fee, and service charges.

Any student who does not respond within seven days from the date of the first notice will be assessed an additional $10 Service Fee. For other returned checks the financial charge will be $10 if the check is made good within seven days from the date of notice and $20 if made good after seven days.

Failure to clear returned checks will result in the forfeiture of all university services, including the receipt of grades, transcripts, and schedule of classes.

### MUSIC FEE

One half-hour lesson per week........................................ $45
One-hour lesson per week............................................. $90

Payable at registration by students receiving individual instruction in music.

### GRADUATION FEE

Master’s degree candidates........................................ $30
Doctoral degree candidates......................................... $75
Doctoral hood rental (optional)................................. $5

There are no additional charges for diploma, binding, or microfilming. The graduation fee is non-refundable and is valid for two semesters after the semester in which it is paid. The doctoral hood rental applies only to those students who have not purchased a doctoral hood and are participating in the graduation ceremony.

### PROFICIENCY FEES

Fees for proficiency examinations are $7 per credit hour for graduate students. See Proficiency Examinations for additional information.

### TUITION PAYMENT PLANS

All student fees are due in advance and should be paid in full at registration check-in each semester.

Prepayment Plan

A prepayment plan has been developed to assist students and/or parents with planning and budgeting their academic year expenses. Under the plan, students and/or parents may choose the expenses they wish to prepay, including room, board, tuition, and fees. Expenses can be prepaid over a period of eight months. Students and/or parents wishing to participate in the prepayment plan should contact the Bursar’s Office for details.

Deferred Payment Plan

Although fees, rent, and other university expenses are due and payable at the beginning of each term, a student in good financial standing with a definite anticipated source of
Fees and Financial Assistance

Funds may request the deferral of up to 50% of the total charges at registration check-in. The deferred payment may be divided into two equal installments payable on the 28th and 56th day of the term. All financial aid must be applied toward fees before a deferral will be considered. A deferred payment service fee of $10 is assessed when any portion of tuition, fees, and other charges are deferred with the approval of the Bursar's Office. An additional $25 late payment charge will be assessed on each monthly installment not paid on or before the due date. For more details, contact the Bursar's Office.

Deferred Payment Service Fee...

DEFERRED PAYMENT SERVICE FEE...

Deferred Payment Service Fee...

Late Payment Service Fee...

Late Payment Service Fee...

FEES FOR COURSES NOT TAKEN FOR CREDIT

Fees for courses audited are the same as for courses taken for credit. For fee purposes, courses listed for 0 credit hours are considered as one-hour courses.

Refund of Fees for Withdrawal

After a schedule has been received by the student, withdrawal for the semester must be by official notification to the Withdrawal Office, 212 Student Services Building, 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 college or class.

The effective date of withdrawal is the date the Office of Graduate Admissions and Records is notified by completion of the official withdrawal form. The appropriate percentage of fees will be charged unless this action is completed by the close of the last day designated for registration check-in and before the first official day of classes for the semester. 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 cannot be used to withdraw from school for the semester. For a regular academic semester, withdrawal within 5 business days beginning with the first day following registration check-in permits a 90 percent fee refund. Withdrawal between 6 and 10 business days following registration check-in permits an 80 percent fee refund. Withdrawal between 11 and 15 business days following registration check-in permits a 60 percent fee refund. Withdrawal between 16 and 20 business days following registration check-in permits a 40 percent fee refund. The above withdrawal refund policy does not apply to the off-campus Graduate Centers. Refunds, in accordance with the withdrawal refund policy, will be made after the drop deadline. If financial aid has been received for the term, the refund will be applied to financial aid repayment before the student receives any refund.

Refunds

Refunds are defined as the portion of maintenance and/or tuition and University housing charges due as rebate when a student withdraws or is expelled from the University. The amount of a refund is determined by the Refund/Charge stated above.

First-time students who withdraw during the 60% point in time for which the student was charged and who received Title IV funds will have the refund calculated by the pro-rata refund policy published in the "1992-93 Federal Student Financial Aid Handbook."

Repayments

Repayments are defined as the portion of aid, received by a student after the University direct charges have been paid by that aid, that must be repaid when a student withdraws or is expelled. The amount of repayment is determined by the Refund/Charge stated above.

Refunds and repayments to the Title IV programs are determined according to the formula published in the "1992-93 Federal Student Financial Aid Handbook." The Bursar's Office is responsible for calculating the amount of the refund and/or repayment and distributing the correct amount to the financial aid programs according to the Refund/Repayment Allocation Policy.

Refund of Fees for Dropped Courses

Part-time students may pay fees computed at the appropriate semester-hour rate as indicated above. No charge is made for courses dropped during the first 8 business days following registration check-in. A 20 percent charge is made for courses dropped between 9 and 10 business days following registration checks. A 40 percent charge is made for courses dropped between 11 and 15 business days. A 60 percent charge is made for courses dropped after 20 days. Students who drop courses are eligible for a refund only if the sum of charges computed at the semester-hour rate for the hours continued, plus the percentage assessed for the hours dropped, results in an amount less than that paid. A course on a student's schedule is officially dropped, and the drop becomes effective, on the date that the change of registration form is processed on a drop/add terminal. Any refund due for dropped courses will be made after the final audit at the end of the semester.

Rental charges and adjustments will be determined by the Office of Residence Halls in accordance with terms of the housing agreement or contract.

Summer Term Fees and Expenses

Fees and expenses for the summer semester are the same as for other semesters during the academic year, except for University programs and services fees as noted above. Although the summer term is divided into sessions of varying lengths, tuition and fees are assessed at the regular semester-hour rate up to the maximum charge for a complete regular semester.

The refund policy covering withdrawals and dropped courses for the summer semester 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 registration check-in day for the course(s) involved.

Waiver of Fees

Graduate assistants, teaching assistants and associates, research assistants, and others whose fees are billed, prepaid, waived, or partially waived must complete their registration with the Bursar's Office, where they should have their fee receipts validated and supply necessary details concerning fee payment. Fee receipts must be validated before classes begin to avoid late registration fees. If an appointment terminates during the term, the student owes the appropriate fees from the termination date until the end of the term.

Graduate students are not eligible for spouse-dependent discounts.

Student Health Insurance

The University makes available, by contract with an insurance company, group health insurance expressly for students. The program is designed to supplement the care provided by the campus Student Health Service and provide basic benefits at low group premium rates. Primary emphasis is placed on hospitalization benefits, since in-patient care is not provided on campus. Students not otherwise covered are urged to avail themselves of this or comparable insurance, since paying for hospital care is the student's personal responsibility.

Information about the insurance is mailed by the company to the student's home, and participation is solicited. Enrollment in the plan (or alternative coverage) is mandatory for international students. Students may obtain applications from the Student Health Service or the Center for International Education. Exception for international students, enrollment for insurance is not part of registration for classes. NOTE: The family health insurance policy should be carefully reviewed, since most family policies do not cover a dependent child after a given age, some as early as nineteen.

Identification Card

ID cards, issued during registration or anytime during the year to all students, are
prepared during registration check-in of the first semester a student enrolls in the University and are validated each term thereafter. These cards are required for many purposes, such as use of library facilities, check cashing facilities in the UT Knoxville Bookstore, and admission to various athletic, social, and cultural events. These cards are non-transferable and may not be duplicated. A current validated fee receipt is necessary to obtain a new or replacement ID card. ID CARDS MUST BE CARRIED AT ALL TIMES FOR PURPOSES OF IDENTIFICATION. Lost or stolen cards should be replaced by contacting the Student ID Card Office, Room 344, University Center. There is a minimum charge for replacement or duplicate ID cards.

FEES FOR SPONSORED INTERNATIONAL STUDENTS

An administrative management fee will be charged to sponsoring agencies of international students whose programs require special administrative or management services beyond those normally provided. Fees are $250 per semester and $100 per summer session.

Financial Assistance

UT Knoxville offers several types of financial assistance for which graduate students may apply.

ASSISTANTSHIPS

Graduate assistantships, scholarships, traineeships, and some fellowships are offered through many departments and colleges. Information concerning these types of assistance can be obtained from the department in which the student plans to study. All assistantships are governed by the Policy for the Administration of Graduate Assistantships, a copy of which can be obtained from The Office of Graduate Admissions and Records.

FELLOWSHIPS

The Graduate School administers the Hilton A. Smith Graduate Fellowships, the Herman E. Spivey Graduate Fellowships and the National Alumni Association Graduate Scholarships. These awards are for full-time study at UT Knoxville, and awardees are selected on the basis of high achievement, broad intellectual ability and potential for significant career contributions. Candidates from any field of study are invited to apply for the Hilton A. Smith and National Alumni Association awards if they have a 3.6 grade-point average or above in all previous academic work. Candidates for graduate study in the humanities are invited to apply for the Herman E. Spivey fellowships if they have a 3.6 grade-point average or above in all previous academic work. The Hilton A. Smith and the Herman E. Spivey fellowships include monthly stipends, tuition, and maintenance fees. National Alumni Association Scholarships include a stipend presented at the beginning of each semester (Fall and Spring). Application packets are available from November through January in the Office of Graduate Admissions and Records. Completed applications, including all supporting materials, must be submitted to the Staff Assistant, Office of Graduate Admissions and Records, by February 15. Offers of awards are announced March 15.

ACADEMIC COMMON MARKET

The Academic Common Market is an agreement among Southern states for sharing unique programs. Participating states can make arrangements for their residents who are fully admitted to specific programs at UT Knoxville to enroll on an in-state tuition basis if these programs are not available in the state of residence.

Cooperating states in the Academic Common Market are Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Maryland, Mississippi, Oklahoma, South Carolina, Tennessee, Texas, Virginia and West Virginia. Twenty-five doctoral, two Specialist in Education, and thirty-one Master's programs at UT Knoxville are approved by the Academic Common Market for residents of these states to enroll at in-state tuition rates. Students must be fully admitted to the appropriate degree program, and the letter of certification must be received in the Office of Graduate Admissions and Records no later than the first day of classes for the effective semester.

Residents of states who seek further information should contact the Residency Assistant in the Office of Graduate Admissions and Records or the Southern Regional Educational Board, 592 Tenth Street, N.W., Atlanta, GA 30318-5790 (404) 875-9211.

EMPLOYMENT

Three sources of student employment are coordinated by the Financial Aid Office: (1) The Federal College Work-Study Program provides part-time on-campus jobs for U.S. citizens or permanent residents who have demonstrated financial need by the Student Aid Report (SAR). A wide range of jobs is available in academic units and administrative offices; (2) Job Location and Development, a non-need-based program, lists off-campus, part-time job opportunities with agencies and companies throughout the Knoxville area. Job interviews and minimal processing are required. Off-campus jobs are limited to U.S. citizens or permanent residents; (3) On-campus, part-time job opportunities are listed by the Student Employment Service. This listing of part-time jobs is based upon requests from on-campus agencies. Referrals are made in accordance with a student's skills and interests, regardless of financial need.

Students needing either part-time or summer employment are urged to contact the Financial Aid Office.

LOANS

Students must be admitted into a degree program to receive student loans.

Five types of loan programs are administered by the Financial Aid Office: (1) Federal Perkins Loan, formerly National Direct Student Loan, (Student Aid Report, SAR, must be on file); 2) subsidized Federal Stafford Loan, formerly Guaranteed Student Loan, (SAR must be on file); 3) unsubsidized Federal Stafford Loan; 4) FPLUS/FSLS Loan (requires appropriate loan papers on file); and 5) The University of Tennessee Loan. Processing time varies from one loan program to another.

Interested students should contact the Financial Aid Office for more information. Students must apply through the Financial Aid Office for all loan programs. Loans are limited to U.S. citizens or permanent residents. Students who have attended any post-secondary institution other than UT Knoxville must provide a Financial Aid Transcript to the Financial Aid Office even if no financial aid was received from the previous institution.

All students receiving financial aid are expected to maintain financial aid progress standards to remain eligible to receive aid. Information on these standards, applications, and additional information are available from the Financial Aid Office, 115 Student Services Building.

VETERANS BENEFITS

Veterans, and widows or children of certain deceased or disabled veterans, who have been admitted to a degree program, may apply for benefits by contacting the Veterans Affairs Office. Maximum benefits are paid by the Veterans Administration for course loads of 9 or more graduate hours each semester.

Special Federal and State Laws and University Policies

Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act provides for confidentiality of student records. However, it also provides for basic identification of persons at UT Knoxville without the consent of the individual. Release of information to third parties includes directory information such as contained in the campus telephone book and sports brochures. Such information may include name, address, telephone number, date and place of birth, major, dates of attendance, degrees and awards, the most recent previous educational agency or institution attended, participation in school activities and sports, and weight and height (for special activities).

Notice of the categories to be contained in a publication will be given in advance. A period of one week is provided during which a student may request that such information not be released.

Use of Social Security Number

UT Knoxville requires assignment of an individual student number for internal identification of each student's record. The University began using the social security number as the student identification number prior to 1 January 1975; therefore, federal law allows continued use of this number. However,
if a student does not desire to use the social security number, notification to the University must be made at the time of application for admission. A student identification number will then be assigned instead. For prompt and accurate retrieval of records and for conducting business about their own records, students and alumni must give their student identification number. Student identification numbers, whether social security or assigned numbers, are used administratively within the University only and are not given to third parties without expressed consent of the student.

EEO/Title IX/Section 504 Statement

The University of Tennessee, Knoxville, does not discriminate on the basis of race, sex, color, religion, national origin, age, handicap, or veteran status in provision of educational opportunities or employment opportunities and benefits.

The University does not discriminate on the basis of sex or handicap in its educational programs and activities, pursuant to requirements of Title IX of the Education Amendments of 1972, Public Law 92-318, and section 504 of the Rehabilitation Act of 1973, Public Law 93-112, and the Americans with Disabilities Act of 1990, Public Law 101-336. This policy extends both to employment by and admission to the University.

Inquiries concerning Title IX, Section 504, and the Americans with Disabilities Act of 1990 should be directed to the Office of Affirmative Action; 403-C Andy Holt Tower; The University of Tennessee, Knoxville; Knoxville, TN 37996-0144; or telephone (615) 974-2498. Charges of violation of the above policy should also be directed to the Office of Affirmative Action.

Security Information

In accordance with the Tennessee College and University Security Information Act of 1989 and the Student Right-To-Know and Campus Security Act, the University of Tennessee, Knoxville has prepared a report containing campus security policies and procedures, data on campus crimes and other related information. A free copy of this report may be obtained by any student, employee or applicant for admission or employment from the Office of the Dean of Students, 413 Student Services Building.

Drug-Free Campus and Workplace

In support of the Drug-Free Workplace Act of 1988 (Public Law 100-690) and the Drug-Free Schools and Communities Act of 1989, The University of Tennessee is notifying all students, faculty, and staff of the following University policy approved by the UT Board of Trustees on 21 June 1990.

It is the policy of The University of Tennessee to maintain a safe and healthful environment for its students and employees. Therefore, University policy prohibits the unlawful use, manufacture, possession, distribution, or dispensing of drugs ("controlled substances" as defined in the Controlled Substances Act 21 U.S.C.812) and alcohol on University property or during University activities.

Violation of this policy is grounds for disciplinary action-up to and including immediate discharge for an employee and permanent dismissal for a student. Federal and state laws provide additional penalties for such unlawful activities, including fines and imprisonment (21 U.S.C.841 et seq.; T.C.A. 39-6-401 et seq.). Local ordinances also provide various penalties for drug and alcohol-related offenses. The University is bound to take all appropriate actions against violators, which may include referral for legal prosecution or requiring the individual to participate satisfactorily in an approved drug use/alcohol abuse assistance or rehabilitation program.

Aside from any University policy considerations, the use of illicit drugs and/or the abuse of alcohol may be harmful to your health. Some of the health risks associated with such use/abuse are described below.

Individuals who are paid by The University of Tennessee from federal grants or contracts must notify the University of any criminal drug statute conviction for a violation occurring in the workplace within five days after such conviction. The University is, in turn, required to inform the granting or contracting agency of such violation within ten days of the University's receipt of notification.

Employees and their families needing treatment information should call their local Personnel Office, Employee Assistance Program, or the State of Tennessee Employee Assistance Program (800-488-8389). Students needing treatment information should contact their campus Student Affairs Office, student health center or counseling center.

ALCOHOL ABUSE HEALTH RISKS

Liver damage--cirrhosis, alcoholic hepatitis Heart disease--enlarged heart, congestive heart failure Ulcers and gastritis Malnutrition Cancer--of the mouth, esophagus, stomach, liver Brain damage--memory loss, hallucinations, psychosis Damage to fetus if pregnant mother drinks Death--50% of fatal auto accidents involve alcohol; 31% of suicides are alcoholic.

DRUG USE HEALTH RISKS

Overdosing--psychosis, convulsions, coma, death Long-term use--organ damage, mental illness, malnutrition, death Casual use--heart attack, stroke, brain damage, death Needles--infections, hepatitis, AIDS, death If a pregnant mother uses drugs, her baby can be born addicted or dead.

Policy for the Administration of Graduate Assistantships

PREAMBLE

Programs of graduate study are designed to transform the individual from student to knowledgeable practitioner or professional scholar. When a graduate assistantship is well conceived and executed, it should serve as an ideal instrument to help facilitate the desired transformation. The primary goal of an assistantship, then, is to facilitate progress toward the graduate degree. Rather than interfere or conflict with the student's educational objective, the assistantship is to aid in the prompt and successful completion of the degree program. While the student assistant makes progress toward an advanced degree, he or she also receives work experience in a profession under the supervision of a faculty mentor.

The graduate assistant is both student and employee. As a student, the graduate assistant is expected to perform well academically to retain the assistantship. He or she is to be counseled and evaluated regularly by a faculty mentor so as to develop professional skills. As an employee, the graduate assistant is expected to meet teaching, research, and/or administrative obligations. He or she is to work under the supervision of experienced faculty and receive in-service training. In sum, the graduate assistant receives financial support for graduate study by contributing to the teaching and/or research mission of the university. The totality of responsibility may be greater than that required of other students or staff members, but the opportunities for professional development also are greater for the graduate assistant.  

- Tennessee Conference of Graduate Schools

TYPES OF ASSISTANTSHIPS

It is imperative that each department adhere to the UTK Faculty Handbook's established four categories of assistantships. All departmental guidelines should reflect the descriptions provided in the Handbook (1987, p.49):

Graduate Teaching Assistant

Graduate Teaching Assistants work under the direct supervision of a regular faculty member in activities such as helping to prepare lectures, teaching discussion sections, conducting laboratory exercises, grading papers and keeping class records. In consultation with the supervisor, the Teaching Assistant works to gain teaching skills and an increased understanding of the discipline. Appointments are normally on a one-fourth to one-half time basis, and the annual stipend is payable in either nine or twelve monthly installments. In addition to the stipend, the Graduate Teaching Assistant is entitled to a waiver of fees for the period of appointment in accordance with university policy.

Graduate Teaching Associate

Exceptionally experienced graduate students may be assigned primary responsibility for teaching undergraduate courses, including the assignment of final grades. The
Teaching Associate usually carries one-fourth to one-half of a normal teaching load. The annual stipend is payable in either nine or twelve monthly installments. In addition to the stipend, the Graduate Teaching Associate is entitled to a waiver of fees for the period of appointment. In accordance with university policy, Graduate Teaching Associates are ineligible to teach courses approved for graduate credit.

Graduate Assistant
Graduate Assistants are appointed to perform various types of duties other than those related directly to teaching or research. Most commonly related to supervisory or administrative functions of the University. The annual stipend is payable in either nine or twelve monthly installments. In addition to the stipend, the Graduate Assistant is entitled to a waiver of fees for the period of appointment in accordance with university policy.

Graduate Research Assistant
Research assistantships are generally financed through gift, grant, or contract funds. Persons holding such appointments pursue a work and study program like that expected under the other types of awards. In addition to the stipend, the Graduate Research Assistant is entitled to a waiver of fees for the period of appointment in accordance with university policy.

Maintenance fees and tuition waivers apply to appointments at a one-fourth time basis or higher.

WORK ASSIGNMENTS AND RELATED FACTORS
To utilize the four categories of assistantships, the following provisions should be observed:

1. Work assignments for each type of assistantship should be as specific as possible and should be developed to reflect both the needs of the department and each graduate assistant's obligation to make satisfactory progress in his/her program. Therefore, to the extent possible an assignment should appropriately reflect teaching, office hours, hours to be spent performing research or other specified tasks. Such specifications should be provided in writing at the time the offer is made.

In situations where the work assignment cannot be specifically described or must be changed from an initial assignment, the graduate assistant should clearly be informed before agreeing to, or continuing in, the assignment.

An important part of each graduate assistant's work assignment is the fostering of professional development. Such development requires variation in departmental needs may result in differences in number of hours per week for carrying out assignments. Thus, weekly work assignments, when specified, are done so in terms of averages. For a one-fourth time appointment, the graduate assistant's normal work time should not exceed 10 hours per week. For a one-half time appointment, the average number of hours should not exceed 20 hours per week. Appointments exceeding 50% must have prior approval of the Graduate School. The normal number of hours for conducting an assignment should be mutually understood by the graduate assistant and immediate supervisor. For percentage efforts not covered by these appointments above, the normal work time per week will be prorated.

2. A one-half time graduate assistant in each of the three categories of assistantships normally should enroll for 6-11 semester hours of coursework. A one-fourth time graduate assistant in each of the four categories of assistantships normally should take 9-15 semester hours. Exceptions to the above must have prior approval of the Head of the student's academic home unit. A student on a one-half time assistantship who takes six semester hours will be considered full-time.

The student assistant is responsible for implementing these policies, regardless of the assignment or responsible account. It is therefore essential that the home unit be notified by any other unit employing the student of any assistantship awarded at the time of its initiation or renewal. The academic home of a graduate student who has not declared a major is the Graduate School.

QUALIFICATIONS OF GRADUATE ASSISTANTS
Graduate assistants must be currently enrolled in the Graduate School (as fully-admitted degree-seeking students, provisional students, non-degree students, or transient graduate students). The Southern Association of Colleges and Schools (SACS) 18-hour requirement is provided below.

SACS Requirement
The 18-hour requirement enacted by SACS specifies that graduate students who have primary responsibility for teaching a course (Graduate Teaching Associates) must have earned at least 18 graduate semester hours in their teaching fields.

Regulations specifically addressing the 18-hour requirement are excerpted from Section 4.4.10 and 4.4.2 of the SACS publication, Criteria for Accreditation. (Atlanta, December 1984, p.25 and p.18) and read as follows:

[Graduate teaching associates] who have primary responsibility for teaching a course for credit and/or for assigning final grades for such a course, and whose professional and scholarly preparation does not satisfy the provisions of Section 4.4.2 [which relate to exceptions] must be under the direct supervision of a faculty member experienced in the teaching field, receive regular in-service training, and be regularly evaluated. They must also have at least 18 graduate semester hours in their teaching fields.

The above requirements do not apply to graduate teaching assistants who are engaged in assignments such as laboratory assistance, teaching physical education activities, attending or helping prepare lectures, grading papers, keeping class records, and conducting discussion groups.

[Exceptions are also discussed.]

...In certain exceptional cases, unique experience and demonstrated competence may substitute for advanced academic preparation (e.g., various fields of the visual and performing arts). Such exceptions must be justified by the institution on an individual basis. It is the responsibility of the institution to document and maintain records of work experience, certifications and other qualifications if these are to substitute for or supplement formal academic preparation.

Implementation of the SACS 18-hour Requirement at UTK
The appropriate Department Head has responsibility for certifying that the 18-hour requirement is met either through coursework or by documentation that the graduate assistant meets the requirement as an exception (e.g., experience in a performing arts). The Dean and Department Head must sign the appropriate form (APR FORM 1-89) that is attached to the PAF form. This is forwarded to the Personnel Office. Exceptions should be noted on this form, but a memo and appropriate documentation should be forwarded to the Graduate Office, 404 Andy Holt Tower.

COMPETENCY IN ENGLISH
The University of Tennessee requires all who teach to be competent in spoken English. The specific policy, as it relates to graduate students who teach, is as follows: Since a certain level of competency with English as a spoken language is necessary for effective communication and teaching, all Graduate Teaching Assistants and Graduate Teaching Associates whose first language is not English are required to demonstrate an appropriate level of comprehensibility for classroom teaching by taking the SPEAK Test administered by the Learning Research Center. The Test of Spoken English (TSE) may be taken in lieu of the SPEAK Test. The results of this test will be communicated by the Learning Research Center to the appropriate department to be used in determining the nature and extent of instructional or other duties assigned for the Graduate Teaching Assistants or Graduate Teaching Associates. Suggested modes of remediation will be given to the department and graduate student when appropriate.

New international students who have been offered an appointment as Graduate Teaching Assistant or Graduate Teaching Associate will take the SPEAK test after their arrival at UTK, and the results of the test will be used to determine the nature of their assignment. The student who has already taken the TSE and received acceptable scores may be excused from taking the SPEAK test.

Validation of competence in communicating with students in English is required for all who are responsible for working with students. Deans, Department Heads, and Directors are responsible for validating such competence, using the appropriate university form (APR FORM 1-89).

RIGHTS/RESPONSIBILITIES OF GRADUATE ASSISTS
1. As specified in the Personnel Policies and Procedures Manual (Section 100 105-Pr3, p.2), "A student employee is one whose primary function is that of enrollment in an academic program." Thus, first priority of all graduate assistants must be satisfactory progress in their scholastic program. At the same time, acceptance of an assistantship is predicated on the belief that satisfactory progress can be concurrently achieved in work assignments and scholastic programs. Collaborative efforts between graduate assistants and their supervisors should be
focused on the goal of satisfactory performance in both these areas.

2. In cases where graduate assistants feel that they have a legitimate complaint about any aspect of carrying out their assignments (work hours, duties assigned, pay, work conditions, etc.), they have a right to pursue all established channels to resolve the conflict. In the order that follows, the student should speak to his/her immediate supervisor, the appropriate Department Head, the appeals committee in the home unit or College, and the Dean of the College/School involved. If the student feels that a resolution should be sought beyond the Department/College level, the Graduate School should be contacted. The Graduate School will follow established procedures in the Graduate Council Appeals Procedure and/or Hilltopics.

3. Graduate assistant benefits as employees of the University of Tennessee, in addition to fee waivers as explained elsewhere, include workers' compensation as defined in the Personnel Policies and Procedures Manual under employees' status. The specific wording reads, "Employees so designated [as student employees] receive no benefits other than statutorily required payments which include Workers' Compensation" (Section 100 105-Pr2-5).

4. Graduate student assistantship appointments (Graduate Assistants, Graduate Teaching Assistants, Graduate Research Assistants) are of two types: "academic year" and "twelve month or other." Students on academic year appointments for the Fall and Spring terms receive 12 equal monthly payments for the 9 months of service and a waiver of fees for three terms (including the Summer). Students appointed to an academic year appointment beginning in the Spring term have the option of receiving 7 equal monthly payments for the January-July period or 6 equal payments for the February-July period. In both cases a fee waiver is provided for Spring and Summer terms. Graduate students on "academic year" appointments have no assistantship responsibilities in the Summer term. Students appointed to "12 month or other" appointments receive equal monthly payments for the months of the appointments and have assistantship responsibilities for the full period of the appointment. For these appointments a waiver of fees is provided only for those terms included within the appointments (i.e., a waiver of fees for the Summer term requires an appointment which encompasses the Summer term in its entirety). In some situations, a graduate assistant may be appointed for a period shorter than a year (e.g., a semester).

Graduate assistants who are performing satisfactorily are contractually reappointed up to the maximum time limit as stated below. In situations where the demands of the department do not call for a job to be continued, reappointment may not be made. In cases where a department has a rotational plan for assistantships, graduate assistants likewise may not be reappointed.

In all cases of appointment and reappointment, the supervisor is responsible for notifying the graduate assistant as early as possible. When an assistantship is not to be renewed, the graduate student should be notified in advance. In most cases, this notice must be given no later than one month prior to the end of the appointment. Specific reasons for not renewing the contract should be given (e.g., discontinuation of the program or grant, significant neglect of duty, unsatisfactory academic performance or progress toward a degree, non-compliance with university policies, etc.). In cases where an assistantship is for one year only, the student should be told this at the time of appointment. In some circumstances, graduate assistants may be given a conditional appointment such as an appointment in which funding of a grant is pending.

The maximum number of years that a graduate assistant can be appointed to an assistantship is three years as a Master's student, five years as a doctoral student, or eight years in doctoral programs in which students enter with a baccalaureate degree only. Some units may have maximum time limits that are less than those stated above. Requests for an extension beyond the maximum terms here specified must be made in writing by the academic unit to the Associate Vice Chancellor and Dean of the Graduate School.

5. As students, graduate assistants' rights and responsibilities are defined in the Faculty Handbook section on Student Rights and Responsibilities and the Student Rights and Responsibilities section of Hilltopics. Additional rights and responsibilities of graduate students are found on the student's copy of the admission status form.

EVALUATION/SUPERVISION OF GRADUATE ASSISTANTS

Departments employing graduate assistants will conduct an annual evaluation of each assistant. The results of the evaluation are made available to the assistant and placed in the student's academic file. Appropriate follow-up also should occur. The evaluation, review with the assistant, and follow-up should focus not only on assistant-related work being done but should be preparatory for future employment, thus providing professional growth. In most cases, a graduate assistant's supervisor shares results of the evaluation with the assistant and takes appropriate follow-up action.

In cases where corrective measures must be taken to remediate deficiencies, the graduate assistant should be notified in writing of recommended action to solve the problem(s). Situations leading to dismissal for cause must be described in writing to the assistant being dismissed. This letter should be written by the supervisor with a copy to the department head. In cases where the assistant feels that university-related factors (facilities, working conditions, improper supervision, etc.) have had negative effects on specific aspects of job performance, a letter to the supervisor would be appropriate.

The immediate supervisor for each graduate assistant is to be identified as early as possible, usually no later than four weeks prior to the commencement of the assistantship. If there will be more than one supervisor per graduate assistant, the specific tasks to be performed for each and the role each supervisor will play (e.g., which one will initiate the evaluation process) should be identified.

The chain of command within each department should be clearly indicated to graduate assistants. Thus, each graduate assistant should know that the immediate supervisor is the person to whom first contact is to be made in job related questions/directions; followed in turn by a general departmental/school/college supervisor of graduate assistants, the appropriate project director, department head, dean of the college, and Graduate School officials.

ORIENTATION/TRAINING OF GRADUATE TEACHING ASSISTANTS AND GRADUATE TEACHING ASSOCIATES

There must be a thorough, systematic plan of orientation and training of all Graduate Teaching Assistants and Graduate Teaching Associates. Such orientation and training may be done at either the department, college, or university level. It is the responsibility of each supervising area to see that his/her graduate assistant is provided appropriate orientation/training.

There are several kinds of training that should occur beyond the initial orientation/training. Such training is usually specific to a particular job function. The Learning Research Center provides, for example, training and support services for Graduate Teaching Assistants and Graduate Teaching Associates who will be teaching at the University of Tennessee, Knoxville. Presented in several formats, this training includes attention to styles of learning and other student characteristics, communicating in the classroom, leading discussions, lecturing, directing laboratory work, using media and computers, designing syllabi, constructing and using tests, grading, evaluating courses and instructors, and similar topics. Special programs are offered for international GTAs. Evaluation and consultation services are also available through the Learning Research Center. A Handbook for New Instructors and a newsletter are made available to all GTAs. Supervisors of GTAs are responsible for notifying them about these services and about departmental and college policies on attendance at these programs and the use of these services.

ORIENTATION/TRAINING OF GRADUATE ASSISTANTS AND GRADUATE RESEARCH ASSISTANTS

Graduate Assistants and Graduate Research Assistants must also participate in a thorough, systematic orientation and training program. This training is usually at the department or college level, but the Office of Research Administration at the University level is available to assist with programs designed to help train the Graduate Research Assistant in various aspects of the job to be done.

One type of specialized training is "on-the-job." Graduate assistants who work in laboratories may receive (when initial orientation), followed by work experiences which constitute training. In such instances, the "on-the-job" training period should be clearly known by the student assistant.

ACCEPTING/DECLINING AN ASSISTANTSHIP

The University of Tennessee, Knoxville adheres to the following resolution by the Council of Graduate Schools:

Acceptance of an offer of financial aid (such as graduate scholarship, fellowship, traineeship, or assistantship) for the next
academic year by an actual or prospective graduate student completes an agreement which both student and graduate school expect to honor. In those instances in which the student accepts the offer before April 15, and subsequently desires to withdraw, the student may submit in writing a resignation of the appointment at any time through April 15. However, an acceptance given or left in force after April 15 commits the student not to accept another offer without first obtaining written release from the institution to which a commitment has been made. Similarly, an offer by an institution after April 15 is conditional on presentation by the student of the written release from any previously accepted offer. It is further agreed by the institutions and organizations subscribing to the above Resolution that a copy of this Resolution should accompany every scholarship, fellowship, traineeship, and assistantship offer.

1. Brackets refer to the Assistantship Committee's additions and changes to quoted material.

University fees include a maintenance fee (required of all students), tuition (additional for out-of-state students) and an activity fee. The waiver of fees for assistantships applies to maintenance and tuition fees only; it does not include the activity fee.

2. The waiver of fees for Graduate Research Assistants applies to maintenance and tuition fees only; it does not include the activity fee. The maintenance fee is paid by the granting agency. The maintenance fee is in addition to the stipend paid.

3. In this document when graduate assistant is not capitalized (except in headings), reference is to all four types of assistantships available at The University of Tennessee, Knoxville.

4. Discussed elsewhere in this document.

Student Services

Black Cultural Center

The Center is the focal point of the University's effort to retain African-American students and to provide awareness and recognition of the accomplishments of African-Americans. The Center fulfills its role through a number of services and programs. These include free tutoring, group study sessions, workshops, a collection of African-American books and magazines and a computer lab. Typical of its cross-campus work is sponsorship of Black History Month activities, the Martin Luther King Jr. Celebration and the Black Arts Festival which promotes awareness of African-American contributions.

The Center is located at 812 Volunteer Boulevard. The University community is encouraged to visit the facility and take advantage of the opportunities provided by the Center.

Career Services

Career Services, located in Dunford Hall, 974-5435, is a university-wide department providing career-related assistance to UT Knoxville students through a wide range of programs and services. Included in the services offered are a Career Carnival, an annual career fair providing opportunity to speak informally with representatives from 80-100 different companies about their entry-level jobs and hiring practices; a Graduate School Information Day, an annual fair to which a number of graduate schools provide information for advanced study; employer information which includes types of majors sought, job descriptions, career profiles, annual reports and other pertinent information for hundreds of companies that recruit at UTK; and workshops providing instruction in skills and tactics for successful interviewing, resume preparation, business and dining etiquette, and other topics.

On-campus interviews are scheduled during the year, and require an orientation workshop for registration and participation. Thousands of interviews are scheduled each year which include approximately 375 companies, government agencies and school systems. Two job newsletters are published biweekly, one for positions in education and one for business, industry, and government. Career Services also administers a Credentials Service. Setting up a credential file is a simple process involving the submission of a resume and academic transcript, along with letters of recommendation. An alumni placement service offers assistance in the job search after graduation.

Center for International Education

The Center for International Education (CIE), 201 Alumni Hall, telephone 974-3177, promotes and supports all aspects of international education and international exchange at UT Knoxville, both for American students and faculty and for students and faculty from other countries. The administration of official linkage agreements between UT Knoxville and institutions of higher education in other countries is coordinated by CIE.

American students: CIE provides information and advice about study-abroad options open to UT Knoxville students, including the exchange programs it administers between UT Knoxville and universities in thirty countries on six continents. CIE coordinates campus administration of such international grants and scholarships for students as the Fulbright, Rhodes, and Marshall programs, and provides information about other sources of funding for overseas study and research, including the Rotary Foundation, St. Andrews, and German Academic Exchange Service (DAAD) grants. Within its library on study, work and travel abroad, CIE has information about student summer job programs in seven countries.

International students and scholars: CIE provides information and assistance in matters relating to United States visa regulations, to UT Knoxville requirements for international students, and to UT Knoxville academic policies and registration procedures. It publishes The Link, a newsletter for UT Knoxville's international community, and administers the insurance policy required of all international students at the University. International student advisors are available to discuss academic and personal concerns.

Orientation programs conducted at the beginning of each term facilitate adjustment to the campus and community, as does the international student orientation camp prior to the fall term.

The International House, 1515 Cumberland Avenue, is CIE's on-campus social, recreational, and programming center that serves as a meeting place for international and U.S. students, faculty and staff.

International students seeking admission to UT Knoxville should write directly to the Office of Graduate Admissions and Records.

Child Care

The Child Development Laboratories, operated by the Child and Family Studies department within the College of Human Ecology, currently offer child care programs for young children ages six weeks to five years. The Child Development Laboratories are accredited by the National Academy of Early Childhood Programs, a division of the National Association for the Education of Young Children.

Food Service Facilities

University-operated food service facilities are air-conditioned, conveniently located in relation to residence halls, and serve nourishing food at reasonable prices. The University recognizes the educational role that its food service facilities play in student life and group living. The Dining Services Department employs a skilled dietetic and management staff to ensure that the student gets the highest quality meal at the lowest possible cost.

Room and board meal arrangements offer the best combination of balanced, nutritious meals, carefully planned and served at a reasonable charge to the student. Meal plan arrangements are Seven Star Dining (seven day meal plan, Monday-Sunday noon), Five Star Dining (five day meal plan, Monday-Friday). For students not under the Board Plan, meals can also be obtained from cafeterias operated on a cash basis.

The Dining Services Department offers two additional dining options. (1) The All Star account debit plan where students make a minimum deposit and can then make purchases at any Food Service location. Any deposits over the minimum enable the student to make purchases at other participating campus locations. (2) The Dining Club account works just like a charge card. No money is deposited in advance. Food may be purchased at any Food Service location and convenient monthly statements are sent to students or parents.

For the late evening snack or morning coffee break, popular spots on campus are the delicatessens and grill operations. Students are invited to take advantage of the special "theme" meals offered in the University dining facilities throughout the year.

For additional information, offices are located at 405 Student Services Building, (615) 974-4111.
Graduate Student Association

As one of the three branches of the Student Government Association, the Graduate Student Association provides a vehicle for responsible and effective student participation in the organization of graduate study at UT Knoxville. Each spring term, general campus elections are conducted to elect members of the GSA. The Graduate Student Association officers and representatives are elected from the graduate programs. Offices of the GSA are located in room 341 University Center.

Handicapped Student Services

Handicapped Student Services provides counseling and academic support services to ensure that handicapped students have access to educational opportunities provided at The University of Tennessee. Any student having a disability which restricts participation in academic life is eligible for services. Services include personal and career counseling, interpreters, reader referral, and other services designed to meet the student’s individual needs. Assistance is available for making arrangements for special in-class assistance. Information regarding transportation and housing is provided. The office serves in a liaison capacity with the Tennessee Division of Vocational Rehabilitation. Registration and other forms of academic assistance and academic support are provided through the Office of the Dean of Admissions and Records.

Participation in the services program is on a voluntary basis; confidentiality is maintained. Students desiring any services are encouraged to contact the Office of Handicapped Student Services so that necessary arrangements can be made. The office is located at 414 Student Services Building.

Services related to academic programs for students with physical disabilities, whether permanent or temporary (due to sickness or accident), are coordinated by the Office of the Dean of Admissions and Records, 305 Student Services Building.

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

Hearing and Speech Services

The Hearing and Speech Center, located at the corner of Yale Avenue and Stadium Drive, offers complete diagnostic and treatment services to all University students with speech and language disorders/differences and/or hearing disorders. Services are available to any student who has paid the full University Programs and Services Fee or, if part-time, any student who has paid the optional student health service fee.

The Center serves as a clinical observation and education facility for students majoring in Speech-Language Pathology or Audiology. It also serves as a community hearing and speech center providing diagnostic and treatment services for persons of all ages exhibiting communication disorders/differences.

Housing

UNIVERSITY APARTMENTS

The University has provided excellent apartment facilities in several locations for married students with or without families. Apartments not needed to house married students are made available to single graduate and professional students. Information and application for these facilities may be secured from the Office of Rental Properties, Stadium Hall.

RESIDENCE HALLS

The Department of Residence Halls provides housing on-campus for single graduate students. Graduate students are given the same priority for housing in residence halls as undergraduate students. All of the residence halls are conducive to academic achievement and personal development. However, many graduate students choose to live in Melrose or the Apartments Residence Halls, since they remain open between the Fall and Spring semesters. Melrose Hall is arranged into smaller communities of six to ten students with personal responsibility emphasized. The Apartments Residence Hall provides apartment-style living for four students. A graduate student wing has been reserved in the Apartment Residence Hall. It is the responsibility of each resident to maintain the apartment to University standards. Applications and further information can be obtained from the Department of Residence Halls, 405 Student Services Building.

A limited number of Assistant Hall Director positions are available for single graduate students. This position assists the Hall Director in coordinating and supervising all aspects of the hall operation. This is a live-in position with part-time responsibilities on a nine-and-a-half month contract. For additional information, contact the Department of Residence Halls at 974-2571.

OFF-CAMPUS HOUSING

A list of off-campus housing available to students is provided by the Off-Campus Housing Office, 344 University Center. The University does not inspect or approve these facilities. The terms and conditions for the rental of off-campus housing are between the student and the landlord. Students living in off-campus housing are expected to observe the same rules of conduct and standards applicable to all students.

Minority Student Affairs

The Office of Minority Student Affairs is designed to enhance the quality of life for minority students. Working in conjunction with other campus and community groups, the office helps identify, encourage, and assist students who have academic potential and motivation to develop their talents at UT Knoxville.

Housed within the Black Cultural Center, the office furnishes information about educational, employment and financial assistance opportunities, and offers tutorial services, workshops, and career development programs. The office is located at 612 Volunteer Boulevard.

Ombudsman Office

Personnel of the Ombudsman Office in the University Center assist students in the resolution of problems encountered with any aspect of the University. The office is open during the regular working day, and students are welcome to drop in at their convenience. Problems are treated confidentially and are dealt with expeditiously. The office supplements existing appeals channels and actively seeks better ways for the University to serve students.

Religious Resources

The University, established by a government that recognized no distinction among religious beliefs, seeks to promote no creed nor to exclude any. However, it will always be diligent in promoting the spiritual life of its students in part through its work with the Campus Ministers Council.

Student Counseling Services Center

The Student Counseling Services Center provides services designed to help students with educational, vocational, personal, and social problems. Professional counselors work with the student in a setting that allows confidential discussion of the student’s concerns. In addition, various groups are employed to meet the developmental needs of the student. These group settings provide the opportunity to share and learn from others and/or improve specific skills. Psychological tests may be used for self-evaluation.

The Center also works with the faculty and student personnel staff to develop educational programs and projects to meet the needs of various groups at the University.

Appointments for counseling may be made by phone or in person at the Student Counseling Services Center at 900 Volunteer Boulevard.

Student Health Service

Health services provided by the University are available to any student who has paid the
Students requiring hospitalization are generally admitted by an appropriate specialist to The University of Tennessee Memorial Hospital unless other arrangements are desired. Since inpatient care is sometimes necessary, it is important for the student to have hospitalization insurance. Student group health insurance is available and may be purchased during a designated period at the beginning of each term.

Health Service personnel will cooperate with students and family physicians in ensuring the continuity of quality health care during the university career.

Vehicle Operation and Parking

The University of Tennessee endeavors to provide adequate facilities for vehicles operated by students and staff. However, areas available for parking are limited. To reduce traffic congestion within the campus area, large student parking areas are located on the perimeter of the campus. Free bus service is provided from the Main Campus to the Agricultural Campus and Perimeter Lot located off Concord Street behind Tyson Park. 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 Parking Services Office. There is no charge for vehicle registration; however, a parking permit is required for parking on all University lots, streets, parking structures, or leased lots with the following exceptions:

1. Staff and students with current UT Knoxville motor vehicle registration tags in their vehicles may park in any unreserved area (except those around residence halls) between the hours of 10 p.m. and 7 a.m., Monday through Friday, and 12 noon Saturday to 7 a.m. Monday.

2. General parking is permitted in staff areas around the residence halls between 5 p.m. and 3 a.m. After this time, vehicles without permits for these areas may be towed.

3. Staff and students with current UT Knoxville parking permits may park in unreserved staff areas around the academic buildings from 6 p.m. to 7 a.m.

4. Overnight parking is not permitted in the Student Commuter Parking Areas nor in the Student Aquatic Center Parking Area.

5. At times, certain areas will be reserved for parking for special events, such as athletic events, conferences, etc. Parking for these events will be by special parking permit for the specific event.

A University Traffic and Parking Authority determines parking policy, traffic regulations, and fees. This information is published each year in the "University Traffic and Parking Regulations", and is available at registration at the Parking Services Office, 1411 White Avenue, at the Campus Information Center at Circle Park, and at the vehicle point of registration.

Women's Center

The Women's Center provides essential informational services and referral services to UT Knoxville students and faculty. The library's specialized collection provides books, journals, and brochures about issues and concerns of women from both a current and historical perspective. Information is available on a variety of topics ranging from racism, violence against women, spirituality, and sex roles. The Women's Center is located in 301 University Center.
COLLEGES
Colleges

College of Agricultural Sciences and Natural Resources

Gary Schneider, Acting Dean

Departments
- Agricultural and Extension Education
- Agricultural Economics and Rural Sociology
- Agricultural Engineering
- Animal Science
- Entomology and Plant Pathology
- Food Technology and Science
- Forestry, Wildlife and Fisheries
- Ornamental Horticulture and Landscape Design
- Plant and Soil Science

The College of Agricultural Sciences and Natural Resources began in 1869 when the University was designated as Tennessee's Land-Grant Institution. As such, the University was enabled for the first time to offer instruction in agriculture. Graduate instruction began as early as 1889. The College is not only an academic unit of The University of Tennessee, Knoxville campus, but is also (with the Agricultural Experiment Station, the Agricultural Extension Service and the College of Veterinary Medicine) one of the four administrative units of The University of Tennessee's Institute of Agriculture.

There are many shared resources and positive interactions between various units of the Institute. For example, most of the faculty in the College of Agricultural Sciences and Natural Resources hold joint appointments in the Agricultural Experiment Station and are actively involved in significant basic and applied research in agriculture and the associated natural resources. On campus and field research laboratories are utilized in the instructional programs of the College: extension and research activities provide many students excellent part-time job opportunities. Very significant is the fact that the Agricultural Experiment Station provides more than 100 graduate research assistantships to support graduate students.

The unique association the College has with the UT Knoxville campus and the other units of the Institute of Agriculture makes it possible for the College to offer comprehensive high quality graduate programs.

Graduate programs of the College of Agricultural Sciences and Natural Resources are designed to prepare men and women for positions of leadership in industry, state and federal government, teaching, research, and extension.

The graduate student is expected to demonstrate a thorough knowledge of the subject matter in his/her specialized field of study and its relationship to the sociological, economic, and environmental impact on society. The student must demonstrate the ability to plan, conduct, analyze, and report original research. Emphasis is given to intellectual growth and the development of scholarly habits of study, reasoning and analysis so that the graduate will continue to grow and develop professionally throughout his/her career.

MASTER OF SCIENCE PROGRAMS

Programs of graduate study leading to the Master of Science degree are offered through all departments in the College of Agricultural Sciences and Natural Resources. The graduate program may be entirely in one major subject or may include subject matter areas related to the major.

Both majors and minors are available in Agricultural Economics, Agricultural Engineering, Agricultural and Extension Education, Agricultural Engineering Technology, Animal Science, Entomology and Plant Pathology, Food Technology and Science, Ornamental Horticulture and Landscape Design, and Plant and Soil Science. Majors only are available in Forestry and Wildlife and Fisheries Science, and minors are available in General Agriculture and Rural Sociology. The minor in General Agriculture requires 12 hours of coursework. A complete listing of majors is shown on the Majors and Degree Programs Chart.

DOCTORAL PROGRAMS

Graduate study leading to the Doctor of Philosophy degree in Animal Science, Agricultural Economics, Agricultural Engineering, Food Technology and Science, and Plant and Soil Science is offered in the college.

College of Architecture and Planning

J. William Rudd, Dean
William J. Lauer, Associate Dean
James A. Spencer, Director

Schools
- Architecture
- Planning

Facilities for Research and Service
- Center for Research, Service and Inquiry

The College of Architecture and Planning was formed in 1990 with the union of the School of Planning and the School of Architecture into a new academic unit. Both schools are committed to preparing students to work with the planning, design or management of our built environment.

The college provides an administrative umbrella for academic programs which share many common objectives and methods, yet retain distinctive identities with their professions.

Most states require that an individual intending to become an architect hold an accredited degree. There are two types of degrees that are accredited by the National Architectural Accrediting Board: (1) The Bachelor of Architecture, which requires a minimum of five years of study, and (2) The Master of Architecture, which requires a minimum of three years of study following an unrelated bachelor's degree or two years following a related preprofessional bachelor's degree. These professional degrees are structured to educate those who aspire to registration/licensure as architects.
The four-year, preprofessional degree, where offered, is not accredited by NAAB. The preprofessional degree is useful for those wishing to prepare a foundation in the field of architecture, as preparation for either continued education in a professional degree program or for employment options in architecturally related areas.

The UT Knoxville School of Architecture offers a program of professional studies which prepares its graduates for the practice of architecture. This is accomplished through a five-year Bachelor of Architecture degree program or through the Master of Architecture degree program for students already having a baccalaureate degree.

The School of Planning offers a program of studies which prepares its graduates for professional practice in urban or regional planning. This is accomplished through a two-year Master’s degree program. The school also manages the undergraduate program in Urban Studies which awards a Bachelor of Arts degree.

The faculty and students of both units cooperate in a variety of ways, including joint field projects, guest lectures, service on thesis projects, etc. This expands the resources of talent available to students. The college also has a research and public service arm, the Center for Research, Service and Inquiry.

The offices of the dean and other college staff are located at 217B Art and Architecture Building.

College of Business Administration

C. Warren Neel, Dean
Michael J. Stahl, Associate Dean for Research and External Affairs
David A. Hake, Director, Center for Business and Economic Research
John E. Riblett, Director, Management Development Programs
Scott Buechler, Director, Graduate Business Programs

Departments
Accounting and Business Law
Economics
Finance
Management
Management Science
Marketing, Logistics and Transportation
Statistics

Facilities for Research and Service
Center for Business and Economic Research
Management Development Center

The College of Business Administration was originally the School of Commerce, dating back to 1919. Commerce was changed to Business in 1937 and gained college status in 1947. The college-wide MBA program was approved in 1966 and the doctoral program in 1971. Graduate programs of the College of Business Administration are designed to prepare men and women to assume positions in the increasingly complex world of business and industry, teaching and research, and government.

Viewing the business firm as operating in dynamic social, political, and economic environments that demand leaders capable of dealing with innovation and rapid change, the College places central importance on development of students’ thought processes. Emphasis is focused on flexibility of mind, receptivity to new ideas, and capacity to adapt one’s reasoning powers. Our objective is to encourage the student to develop the ability to reason analytically and logically. Above all else, we strive to instill the irrepressible desire to continue to learn and grow in knowledge throughout the student’s life.

The College of Business Administration has a responsibility to provide quality management education by integrating the principles of productivity throughout every course and into all phases of the curriculum. Interdisciplinary partnerships are encouraged among academic units in the College, with other University academic units and with the private sector, enhancing the process of inquiry and critical thinking which is crucial to total quality management.

The College of Business Administration is fully accredited by the American Assembly of Collegiate Schools of Business and is associated with other leading graduate schools of business as a member of the Graduate Management Admission Council.

GRADUATE PROGRAMS

The College of Business Administration offers programs leading to five advanced degrees: the Doctor of Philosophy with majors in Business Administration, Economics, and Management Science; the Master of Arts with a major in Economics; the Master of Science with a major in Statistics; the Master of Accountancy; and the Master of Business Administration. The Department of Management and the Department of Psychology in the College of Liberal Arts jointly offer an intercollegiate program in Industrial and Organizational Psychology leading to the Master of Science and Doctor of Philosophy degrees (see Industrial and Organizational Psychology). Also, the Department of Management Science coordinates an intercollegiate program leading to the Master of Science (see Management Science).

The two College-wide programs, the MBA and the Ph.D. in Business Administration, are described in Business Administration, Fields of Instruction. Descriptions of other degree programs are under the appropriate departmental or program headings.

FINANCIAL ASSISTANCE

A limited number of teaching and other assistantships that require from 10 to 20 hours of service per week are available through the departments of the College. Remuneration includes remission of fees and tuition as well as a monthly stipend. Awards are generally made on the basis of scholarship and performance on the appropriate (GMAT or GRE) admission test. Application forms may be obtained in any of the departments. Information on College-administered fellowships is available from the Office of Graduate Business Programs in the College of Business Administration.

Applications must be received by March 1 for consideration of assistantships and fellowships to be awarded for the following fall term.

College of Communications

Dwight L. Teeter, Dean
Herbert H. Howard, Assistant Dean for Graduate Studies

Departments and Schools
Advertising
Broadcasting
Journalism

Facility for Research and Service
Communication Research Center (CRC)

The College of Communications grew out of the School of Journalism, which was originally located in the College of Business Administration. The Master’s program began in 1968 under Journalism and was changed to Communications after the School gained College status in 1970. The doctoral program was initiated in 1973.

A chair of excellence was established in 1987 to support a distinguished professorship in science, technology, and medical writing.

Communications media are a vital force in today’s complex society. Specialization, gaps among segments of society, and the nature of world conflict point to the need for more understanding of how people communicate. Educating men and women in the perceptive understanding of the communications media is a necessity. The graduate programs in the College acquaint students with the nature of communications and prepare them for professional work in many fields.

The College of Communications offers the Master of Science and the Doctor of Philosophy degrees with a major in Communications.

In addition, Communications is available as a minor for students majoring in other departments. Required coursework will be selected after discussion with the major advisor and an advisor from the College of Communications.

The M.S. program is accredited by the Accrediting Council on Education in Journalism and Mass Communication. The College is a member of the Association of Schools of Journalism and Mass Communication and the Broadcast Education Association.

For application forms and other information about the M.S. and Ph.D. programs in Communications, write to Assistant Dean for Graduate Studies, College of Communications, 426 Communications Building, The University of Tennessee, Knoxville, TN 37996-0347.

College of Education

Richard Wsniewski, Dean
C. Glennon Rowell, Associate Dean for Graduate Studies
Thomas W. George, Associate Dean for Undergraduate Studies
Carol E. Kasworm, Associate Dean for Research

Departments
Curriculum and Instruction
Educational and Counseling Psychology
Education in the major areas listed on the Majors and Degree Programs chart. Ph.D. in Education requirements are available under Education, Fields of Instruction.

TEACHER CERTIFICATION
Applicants for initial teacher certification and those applicants previously certified who are seeking initial institutional recommendation for certification must gain admission to the college's Teacher Education Program. A complete explanation of the admission process appears in the Undergraduate Catalog.

College of Engineering
Jerry E. Stoneking, Acting Dean
William A. Miller, Associate Dean

Departments
Chemical Engineering
Civil Engineering
Electrical and Computer Engineering
Engineering Science and Mechanics
Industrial Engineering
Materials Science and Engineering
Mechanical and Aerospace Engineering
Nuclear Engineering

Facilities for Research and Service
Measurement and Control Engineering Center
Center for Excellence for Materials Processing

The College had its beginnings in the University when surveying was introduced into the curriculum in 1838. The first two professional degrees, Civil Engineer and Mining Engineer, were established in 1879 at the same time that the Board of Trustees authorized the establishment of a graduate school. Known as Mechanic Arts originally, Engineering became a college in 1904.

The purpose of the College of Engineering is to educate men and women to the high levels of research, technical competence, and social understanding that will enable them to fulfill their responsibilities as professional engineers. Graduate programs of the College of Engineering provide opportunities for advanced study leading to the Master of Science and the Doctor of Philosophy degrees. For a listing, consult majors and degrees available on the Majors and Degree Programs chart.

GRADUATE PROGRAM AT THE UT SPACE INSTITUTE
At the University of Tennessee Space Institute near Tullahoma, graduate-level courses are offered in engineering fields such as aerospace, chemical, electrical and computer, engineering science and mechanics, industrial, mechanical, engineering management, and mathematics and physics. All programs lead to the Master of Science degree. Also, Ph.D. programs are available in many of these fields. Information may be obtained from the Registrar, The University of Tennessee Space Institute, Tullahoma, TN 37388.

CENTER OF EXCELLENCE FOR MATERIALS PROCESSING
The Center for Materials Processing is one of the "Centers of Excellence" created by the State of Tennessee. It is an inter-disciplinary program designed to bring together individuals with appropriate expertise to solve important materials processing problems. It emphasizes (1) the development of desirable materials properties through the control of composition, molecular structure and microstructure, (2) measurement of process variables, and (3) control of those variables to ensure proper processing. The Center conducts basic research and teaching in materials processing and offers opportunities for research to improve existing processing technologies and transfer of research results to private industry. A major aspect of the Center is student participation in industry-sponsored research programs.

College of Human Ecology
Jacquelyn O. DeJonge, Dean
James D. Moran III, Associate Dean; Graduate Studies
Jackie H. Olmstead, Associate Dean; Academic Administration

Departments
Child and Family Studies
Nutrition
Textiles, Retailing and Interior Design

Facilities for Research and Service
Center of Excellence for Materials Processing
Child Development Laboratory
Small Animal Research Laboratory
Textiles and Nonwoven Development Center

Human Ecology brings together the natural and social sciences to enhance the well-being of individuals and families across the life span. The University of Tennessee was one of the first institutions of higher education in the South to offer home economics, with the first class being offered in 1897. Initially called a School of Home Economics, it combined with Agriculture in 1947 to become the College of Agriculture and Home Economics. In 1959, the two colleges became separate units, although they continue to share resources. In 1985 the name was changed to Human Ecology, reflecting its focus on people interacting with their environments.

Graduate study in Human Ecology prepares the student for teaching, research, and public service in colleges and universities or managerial positions in government, business, and industry.

The Master of Science degree is offered with majors in Child and Family Studies, Home Economics, Interior Design, Foodservice and Lodging Administration, Nutrition (including public health nutrition), and Textiles, Retailing and Consumer Sciences; the Doctor of Philosophy degree is offered with a major in Human Ecology and concentrations in child development, family studies, nutrition science, textile science and consumer environments. For additional information, contact the Associate Dean of Graduate Studies, College of Human Ecology.
FACILITIES FOR RESEARCH AND SERVICE

The Small Animal Research Lab, housed in the Jessie Harris Building, has received certification by the American Association for Accreditation of Laboratory Animal Care (AAALAC). Renovated in 1985, it has strict environmental controls, an operating theater and diet preparation room.

The College of Human Ecology participates with the College of Engineering in the Center of Excellence for Materials Processing. These research efforts in Textile Science are also supported by the Textiles and Nonwoven Development Center (TANDEC). The Child Development Laboratory (CDL) serves as a research and training facility for students in the College.

Refer to the section on Facilities for Research and Service for additional information.

College of Law

Richard S. Wirtz, Dean
R. Lawrence Dessem, Associate Dean
Mary Jo Hoover, Associate Dean

The University of Tennessee College of Law commenced operation in 1890 and has continuously sought to provide high-quality legal education in a university community.

While the principal objective of the college is to prepare students for the private practice of law, its total mission is more broadly conceived. The college exposes students to the legal issues of our society enabling them to develop analytical skills with respect to decisional law and statutes, the ability to communicate effectively their knowledge of the law, an awareness of the historical growth of the law, a knowledgeable appreciation of the interrelationship of law and society, and the ability to use law as an implement of societal control and development. Students are thus equipped to serve their communities not only as advocates and counselors, but as policy makers and active, responsible citizens.

THE PROFESSIONAL PROGRAM

The program of the college has three dimensions: teaching and learning, research into and appraisal of our legal systems and institutions, and service to the community. Each plays a significant role in the college as a modern law center.

The teaching and learning element of legal education at the college involves a cooperative classroom interaction between faculty and students in the analytic study of a host of questions and problems found in today's legal profession. These involve decisional law, statutory interpretation, administrative regulation, techniques of trial and appellate advocacy, and the roles and responsibilities of the lawyer in advising and representing clients. While proper consideration is given to the problems of Tennessee law, the course of study is conducted with a view toward providing an awareness and understanding of the regional and national perspective to prepare students for service in any state.

The college is also directly involved in providing service to the community. A major element of public service is centered in the Legal Clinic where students, under the guidance of skilled and experienced licensed practitioners, provide legal services to clients. Additionally, through research, consultation, and other services to legal institutions and groups within the state, the college seeks to participate in the development and improvement of the society in which its students may eventually practice law. In combination, the direction and objectives of the college lead to the development not of a narrow technician, but of a student of the law with the perspective, breadth, and understanding necessary to accomplish the many tasks assigned by society to the legal profession.

GRADUATE PROGRAM

Two dual degree programs are available in conjunction with the College of Law: the J.D.-MBA program with the College of Business Administration and the J.D.-M.P.A. program with the Department of Political Science. Refer to details under the respective field of instruction.

Graduate students in other disciplines may also take law courses upon approval of the College of Law and the major professor. See Law Under Fields of Instruction.

College of Liberal Arts

Lorman A. Ratner, Dean
Charles O. Jackson, Associate Dean
Lorayne W. Lester, Associate Dean
Clifton Woods, III, Associate Dean

Departments

Anthropology
Art
Audiology and Speech Pathology
Biochemistry
Botany
Chemistry
Classics
Computer Science
English
Geography
Geological Sciences
Germanic and Slavic Languages
History
Mathematics
Microbiology
Music
Philosophy
Physics and Astronomy
Political Science
Psychology
Religious Studies
Romance Languages
Sociology
Speech Communication
Theatre
Zoology

Facilities for Research and Service

Center for Applied and Professional Ethics
Center for Environmental Biotechnology
Center for Forensic Science
Center for Quaternary Studies of the Southeastern U.S.
Center for the Study of War and Society
Child Behavior Institute
Forensic Anthropology Center

Hearing and Speech Center
Institute for Applied Microbiology
Institute for Resonance Ionization Spectroscopy
James R. Stokely Institute for Liberal Arts Education
Joint Institute for Heavy Ion Research
Latin American Studies Institute
Psychological Clinic
Science Alliance
Social Science Research Institute

The University of Tennessee began as a liberal arts institution. Before the turn of the century, less emphasis was placed on the liberal education. However, the liberal arts continued to thrive, emerging as a college in 1904. Thus, the College of Liberal Arts is one of the oldest established colleges in the University.

The College of Liberal Arts consists of a wide array of academic disciplines and interdisciplinary programs. The central purposes of a liberal education include the encouragement of intellectual tolerance, a dedication to the quest for knowledge as a worthwhile goal in and of itself, and the cultivation of a responsible, creative individual mind. These qualities enable one to develop an ability to reason and to express oneself clearly, an incentive to absorb emerging knowledge, and a competence to confront the uncertainties of human experience.

Faculty research and creative activity is the foundation on which education in this College is built. As a result of that endeavor, the lives of students are enriched and the world's body of knowledge grows.

The College of Liberal Arts offers programs in twenty-eight academic disciplines leading to seven advanced degrees: M.A., M.S., M.F.A., M.Math., M.Music, M.P.A., and Ph.D. See the Majors and Degree Programs chart for specific majors and degrees.

GENERAL INFORMATION

Foreign Study Courses

Foreign study courses offered in some departments of the college provide an opportunity to undertake independent study outside the United States. Prior to departure the student must have a plan of study approved by the department head and a supervising faculty member of the department concerned. Credit will be given only upon fulfilling all requirements set by the department and may vary from 1-15 hours. The maximum credit that may be applied toward a degree in the college is established in each individual case by the department in which the student is working.

Off-Campus Study

Recognizing that learning is not restricted to formal classroom situations, the college provides for students to earn credit toward graduation for approved off-campus study. Such study may be undertaken only with prior approval of the faculty member and the department concerned. It may include certain kinds of work experiences, community involvement, or political campaigns. Credit per semester will vary from 1-15 hours. The maximum credit that may be applied toward a degree in the college is established in each individual case by the department in which the student is working.
Independent Study
Certain educational goals may best be met through independent study by an individual under the direction of a faculty member. Students who wish to do such independent work should obtain the approval of the faculty members and the departments concerned prior to embarking upon their study. Credit per semester will vary from 1-15 hours. The maximum credit which may be applied toward a degree in the college is established in each individual case by the department in which the student is working.

College of Nursing
Joan Uhl, Dean
Mildred M. Fenske, Associate Dean for Graduate Programs
Johnie N. Mozingo, Associate Dean for Undergraduate Programs
Sandra P. Thomas, Director of Doctoral Program and Director of Center for Nursing Research

Facilities for Research and Service
Center for Nursing Practice
Center for Nursing Research

The College of Nursing was established in July 1971. The Master's program was initiated in 1978 and approval for the doctoral program was granted in 1988. More specific information about the programs may be obtained under Nursing, Fields of Instruction, or by contacting the Director of Doctoral Program and Director of Center for Nursing Research.

Masters of Science in Nursing
The general purpose of the M.S.N. program is to prepare nurses at the graduate level to function as clinical specialists, teachers, or managers in a variety of health care or educational settings. The program is accredited by the National League for Nursing and is unconditionally approved by the Tennessee Board of Nursing. Students admitted to the program select a concentration in adult health nursing, parent-child nursing, mental health nursing, primary care nursing (family nurse practitioner), or nursing administration.

The Doctoral Program
The College of Nursing offers a doctoral program leading to the Ph.D. with a major in Nursing. The doctoral program prepares nurses capable of integrating research, theory, and practice into their roles as researchers, educators, and/or administrators. This unified program offered jointly with the University of Tennessee, Memphis College of Nursing enables students to complete all or part of the program at either site. The dissertation must be completed in its entirety at one site.

College of Social Work
Eunice Shatz, Dean
William J. Bell, Associate Dean, Nashville
Jeanette Jennings, Associate Dean, Knoxville
Hisoshi Hirayama, Acting Associate Dean, Memphis
Paul M. Campbell, Director, Office of Social Work Research and Public Service

The College of Social Work began as the Nashville School of Social Work, founded in 1942 under the auspices of Vanderbilt University, Scarritt College, and George Peabody College. It joined the University of Tennessee in 1951. By 1974 the three branches, located in Nashville, Memphis and Knoxville, offered the two-year Master's program. The doctoral program was inaugurated in 1980. In 1986 the B.S.S.W. program was added, and the School achieved college status.

The University of Tennessee College of Social Work is the only graduate professional social work education program in Tennessee and offers the full continuum of social work education degrees at the baccalaureate, master's and doctoral levels.

Social work is a helping profession which focuses on providing skilled intervention in the prevention and amelioration of individual and societal problems. It is the purpose of the College to provide an education which fosters growth in both individual and career development.

Graduate Programs
The two-year program (thesis or non-thesis option) leading to the Master of Science in Social Work is fully accredited by the Council on Social Work Education and is offered on all three campuses. The foundation curriculum of the Ph.D. program is available only in Knoxville. A dual degree program in Social Work and Divinity is offered by the college's Nashville Branch and the Divinity School of Vanderbilt University. The College also offers a dual degree program with Public Administration on the Knoxville campus. A special bulletin describing facilities, admission, fees, and degree requirements is available from the College of Social Work, Henson Hall, Knoxville, TN 37996-3333.

College of Veterinary Medicine
Michael Shires, Dean
James J. Brace, Assistant Dean

Departments
Animal Science-Veterinary Medicine
Environmental Practice
Microbiology-Veterinary Medicine
Pathobiology
Rural Practice
Urban Practice

The College of Veterinary Medicine, established in 1974, offers a professional curriculum leading to the Doctor of Veterinary Medicine (D.V.M.) degree. The college offers graduate studies leading to the Master of Science and the Doctor of Philosophy degrees. Residency training programs in the various clinical specialties are also offered.

The primary objective of the college is to enable students to attain essential information, skills, attitudes and behaviors to meet the varied needs of society and the veterinary profession. The professional curriculum provides an excellent basic science education in addition to training in diagnosis, disease prevention, medical treatment, and surgery. Graduates are qualified to pursue careers in many facets of veterinary medicine and related health professions.

About two-thirds of the veterinarians in the United States are engaged exclusively in pet or companion animal practice. A growing number are concerned with the health problems of zoo animals, laboratory animals, wildlife, and aquatic species. A number of veterinarians are involved in the health care of food and fiber animals ensuring the supply of safe and healthy food.

Veterinarians also find rewarding careers in the U.S. Public Health Service, the Armed Forces, and in state, county, or local health agencies. A number of veterinarians are employed by the U.S. Department of Agriculture and by state departments of agriculture for important work in livestock disease control, meat and poultry inspection, serum and vaccine production, and the protection of our country against the importation of foreign animal diseases.

Excellent research opportunities exist for veterinarians—research directly benefiting animals and research conducted with animals which benefits humans. Such opportunities are available at colleges and universities and with governmental agencies, private research institutions and biological and pharmaceutical companies.
FIELDS OF INSTRUCTION
FIELDS OF
INSTRUCTION
Fields of Instruction

Accounting and Business Law
(College of Business Administration)

MAJORS DEGREES
Accounting ........................................ M.Acc.
Business Administration .......................... Ph.D.

Jan R. Williams, Head

Professors:
Dittrich, Norman E., CPA, Ph.D. ........ Ohio State
Fisher, Bruce D., LLM .......... George Washington
Herring, Hartwell C., III, CPA, Ph.D. .... Alabama
Kiger, Jack E. (Warren L. Slagle Prof. of Acct), CPA, Ph.D. ................. Missouri
Read, W. H. (Emeritus), CPA, MBA ............... Northwestern
Reeve, James M., CPA, Ph.D. ................. Oklahoma State
Roth, Harold P., CPA, Ph.D. ............... VPI
Stanga, Keith G. (Arthur Andersen Prof.), CPA, Ph.D. .................... Louisiana State
Townsend, Mahlon L. (Emeritus), J.D. .......... Tennessee
Williams, Jan R. (Ernst & Young Prof.), CPA, Ph.D. .................... Arkansas

Murphy, Daniel, CPA, Ph.D. .......... North Carolina
Slaubaugh, Michael D., CPA, Ph.D. .......... Indiana

Distinguished Lecturer:
Wolfe, Singleton B. (Emeritus), B.S. ............... VPI

Lecturers:
Anderson, Ellen B., CPA, M.Acc: .......... Tennessee
Hendrick, Lee W., CPA, J.D. ............ Houston
Hughes, Harry N., B.S. ............... Tennessee

THE MASTER OF ACCOUNTANCY PROGRAM

The objective of the Master of Accountancy (M.Acc.) program is to provide persons having an undergraduate accounting background and a high level of ability and motivation with the depth and understanding of accounting which will enhance their probability of success in a career in professional accounting. Moreover, the student's educational experience should develop perspectives toward the discipline of accounting in a manner that will enable the student to spearhead innovation and change in response to needs in public accounting, business, industry, and government.

Admission Requirements

Application deadlines for international students are: Fall and Summer, January 15.
Application deadlines for U.S. citizens and permanent residents are: Fall and Summer, March 1. Although the program is designed for students who have completed an accredited baccalaureate degree program with a major in Accounting, those with outstanding undergraduate records in any area may earn the M.Acc. degree by completing prerequisites in accounting and including courses in other business and related disciplines to supplement the applicant's undergraduate background.

Transfer Credits

A maximum of six semester hours taken at other AACSB accredited institutions that otherwise conform to the transfer policy of The Graduate School may be credited toward M.Acc. degree requirements.

Other Requirements

To qualify for the degree, a student must maintain a B average (3.0) or above in the core and concentration area accounting courses and a B average or higher in the overall program. Students entering the program are expected to have completed coursework in calculus and computer science. For students with no previous exposure to calculus, Mathematics 503 is available.

In addition to the general admission requirements for The Graduate School, M.Acc. applicants are required to take the Graduate Management Admission Test (GMAT) and submit information on forms provided by the College of Business Administration. Applicants whose native language is not English must submit results of the Test of English as a Foreign Language (TOEFL).

Course Requirements for the M.Acc. Program

A student's program encompasses a minimum of 30 semester hours of graduate coursework. Specifically, the student must complete courses in accounting and other areas as indicated below. Each course is 3 semester hours of graduate credit.

Accounting Core (9 hours): 511, 513, 521.
Accounting Concentration (12 hours):
1. Financial/Auditing: 512, 531, 519, one accounting elective.
3. Taxation: 531, 532, 533, 539.

Non-accounting Electives (9 hours): Non-accounting courses taken in either other business or non-business areas, upon approval of M.Acc. advisor.

Associate Professors:
Anderson, Kenneth E. (Liaison), CPA, Ph.D. .......... Indiana
Borthick, A. Faye, CPA, DBA .......... Tennessee
Izard, C. Douglass, CPA, Ph.D. .......... Mississippi
Massingale, Cheryl S., J.D. .......... Tennessee
Posey, Imogene A., CPA, M.S. .......... Tennessee
Slagle, Warren L. (Emeritus), CPA, M.S. .......... Tennessee
Townsend, Richard L., CPA, Ph.D. .......... Texas

Assistant Professors:
Bentley, Denise D., J.D. .......... Vanderbilt
Gatian, Amy W., Ph.D. ............... VPI
Letsinger, M. Clyde (Emeritus), CPA, M.S. .......... Tennessee

Feb 3, 2002
BUSINESS ADMINISTRATION CONCENTRATIONS

For complete listing of Ph.D. program requirements, see Business Administration.

Ph.D. Concentration: Accounting

This degree provides a research-oriented terminal qualification for those seeking entry-level positions in accounting. Students take approximately three years of coursework beyond the bachelor's degree, including a doctoral sequence designed to expose students to various areas of accounting research. Courses in accounting and other areas are selected to supplement the student's individual background and to prepare the student in an area of accounting specialization (financial, managerial, auditing, tax, or systems). The final year is normally spent completing the doctoral dissertation.

Minimum course requirements are 12 hours including 611, 612, 619, and one other accounting course to be approved by Ph.D. accounting program advisor.

ACADEMIC STANDARDS

A graduate student in the College of Business Administration whose grade-point average falls below 3.0 will be placed on accounting program advisor. Including 611, 612, 619, and one other dissertation. Year is normally spent completing the doctoral dissertation.

GRADUATE COURSES

502 Registration for Use of Facilities (3-15) Required for the student not otherwise registered during any semester when student uses University facilities and/or faculty time before degree is completed. May not be used toward degree requirements. May be repeated. S/NC only. E

504 Financial Accounting Issues in Business Decisions (3) Comprehensive investigation of financial reporting issues relating to decision making. Economic consequences of generally accepted accounting principles, role of financial information in market economy, and specialized topics in financial reporting. Prereq: Admission to M.Acc. program or consent of instructor.

505 Taxation for Business Decisions (3) Conceptual foundation and analysis of current issues in taxation; impact on use and management of financial and investment information applied to individual, corporate, partnership, and fiduciary taxpayers. Prereq: Admission to M.Acc. program or consent of instructor.

511 Seminar in Accounting Theory (3) Analysis of conceptual framework; general-purpose external financial reporting by business enterprises. Frame of reference for analysis of generally accepted accounting principles and alternative principles. Prereq: Advanced Accounting and admission to M.Acc. program or consent of instructor.

512 Selected Topics in Current Accounting Theory and Practice (1-3) Critical in-depth considerations of current issues. Alternative solutions to emerging topics. Prereq: 511 and admission to M.Acc. program or consent of instructor.

513 Seminar in Advanced Auditing (3) Theory and concepts underlying application of philosophy of auditing to current auditing issues. Prereq: Auditing and admission to M.Acc. program or consent of instructor.

519 Seminar in Accounting and Auditing Research (3) Problem-oriented research design in financial accounting and auditing. Research methodologies and approaches to particular research questions. Research project. Prereq: Admission to M.Acc. program or consent of instructor. Prereq or coreq: 512 and 513.

521 Seminar in Advanced Managerial Cost Accounting (3) Analysis of conceptual and current issues; impact on development and practice of managerial and cost accounting. Approaches to management accounting, decision and control models, and planning and control under conditions of uncertainty. Prereq: Cost and Management Accounting and admission to a graduate business program or consent of instructor.

522 Budgetary Planning and Control Systems (3) Alternative approaches to formulation and use of planning and control systems to meet organizational objectives. Control systems and corporate structure, discretionary expense centers, profit centers, transfer pricing, and control in manufacturing, service, and not-for-profit organizations. Prereq: Admission to a graduate business program or consent of instructor.

531 Tax Research and Planning (3) Development of expertise in tax research utilizing authoritative sources of tax law and advanced study of tax alternatives available to minimize tax liability compatible with achieving taxpayer objectives. Prereq: Federal Income Taxation and admission to M.Acc. program or consent of instructor.

532 Corporate Taxation and Reorganizations (3) Organization and structure, distributions, liquidations, reorganizations, and special problems in taxation of corporations and shareholders. Prereq: Admission to M.Acc. program or consent of instructor. Prereq or coreq: 531.

533 Taxation of Partnerships and S Corporations (3) Formation, operation, termination, and other special problems of partnerships. Election for S Corporations, and comparison of partnership and S corporation taxation. Prereq: Admission to M.Acc. program or consent of instructor. Prereq or coreq: 531.

534 Unified Estate and Gift Transfer Taxation (3) Taxation of wealth transfers; transfers at death, inter vivos transfers, and generation skipping transfers. Income taxation of estates and trusts. Determination and payment of state and federal wealth transfer and income taxes. Prereq: Federal Taxation and admission to M.Acc. program or consent of instructor.

539 Tax Policy and Special Topics (3) Basic concepts of tax policy, current issues in tax policy, and selected topics in taxation. Topics vary. Prereq: 531 and admission to M.Acc. program or consent of instructor. Prereq or coreq: 532, 533.

541 Database Systems (3) Design, implementation, and use of database systems for collection, organization, and distribution of economic information about organization. Prereq: Accounting Information Systems and admission to a graduate program or consent of instructor.

542 Systems Analysis and Design (3) Analysis and design of information systems for management and distribution of economic information about organization. Prereq: Accounting Information Systems and admission to a graduate program or consent of instructor.

549 Systems Policy (3) Seminar in emerging topics in management systems and knowledge-based systems. Prereq: 541 and admission to a graduate program or consent of instructor. Prereq or coreq: 542.

590 Seminar in Advertising Issues (3) Salient issues in advertising. Prereq: Consent of instructor or admission to program. May be repeated. Maximum 6 hrs.

592 Graduate Internship in Accounting (3) Full-time resident professional employment for one academic semester involving qualified job experience, written report of residence, and evaluation of student performance. Prereq: Admission to M.Acc. program or consent of M.Acc. advisor.

593 Individual Research in Accounting (3) Directed research in topic of mutual interest. Prereq: Admission to M.Acc. program or consent of M.Acc. advisor. May be repeated. Maximum 6 hrs.

594 Graduate Seminar in Accounting (3) Topics vary. Prereq: Admission to M.Acc. program or consent of instructor.

600 Doctoral Research and Dissertation (3-15) P/NP only. E

611-12 Doctoral Seminar in Accounting (3,3) Analysis of issues reflected in accounting literature. Prereq: Consent of Ph.D. program advisor.

619 Doctoral Research in Accounting (3) Study of research methodology and application of various research methods in accounting literature. Prereq: Consent of Ph.D. program advisor.

621-22 Accounting Colloquium (1,1) Research and discussion of contemporary issues in practice of accounting. Prereq: Consent of Ph.D. program advisor. May be repeated. S/NC only.

Advertising (College of Communications)

MAJOR

DEGREES

Communications ........................................... M.S., Ph.D.

Ronald E. Taylor, Head

Professor:

Taylor, Ronald E., Ph.D. .................................. Illinois

Associate Professors:

Hovland, Roxanne, Ph.D. ......................... Illinois

Jackson, DeForrest, M.S. ......................... Tennessee

Stankey, Michael J., Ph.D. ......................... Illinois

Assistant Professor:

Haley, Eric, Ph.D. ....................................... Georgia

Hoy, Maria, Ph.D. ...................................... Oklahoma State

The Department of Advertising offers a concentration area for the Master's degree with a major in Communications and participates in the Interdisciplinary doctoral program. See Communications for additional information.

GRADUATE COURSES

490 Special Topics (3) Topics vary: advanced media strategy, advanced creative strategy, direct marketing, and advertising and social issues. E

510 Advertising and Society (3) Analysis of advertising as institution in a free-enterprise democratic society and its relation to social, legal, cultural, and economic institutions. F

520 Advertising and Communications Theory (3) Application of contemporary communications theories of attitude change, information-processing, and persuasion as applied to creative strategy decisions. Prereq: Consent of instructor or admission to program. F

530 Advertising Research (3) Nature, scope, and applications of research function to advertising decisions. Market segmentation, copy appeals, media strategy. Prereq: Statistics 201 or equivalent. Sp

540 Advertising Planning (3) Analysis of decision-making in budgeting, creative strategy, media strategy, research, evaluation, and agency-client relationships. Advertising response functions. Prereq: Consent of instructor or admission to program. Sp

590 Seminar in Advertising Issues (3) Salient issues in advertising. Topics vary. Prereq: Consent of instructor or admission to program. May be repeated. Maximum 6 hrs. Su

597 Independent Study (3) Prereq: Consent of instructor. May be repeated. Maximum 6 hrs. E

598 Internship (3) Professional work in advertising supervised by advertising manager with faculty approval. No retroactive credit for previous work experience. Prereq: Completion of core courses. Su
Agricultural and Extension Education

(College of Agricultural Sciences and Natural Resources)

MAJOR DEGREE

Agricultural and Extension Education M.S.

Roy R. Lessly, Head

Professors:
Carter, Cecil E., Jr., Ph.D............ Ohio State
Dickson, Lewis H. (Emeritus), Ed.D.. Cornell
Lessly, Roy R. (Liaison), Ed.D.... Oklahoma State
Todd, John D., Ed.D.................... Illinois

Associate Professor:
Waters, Randol G., Ph.D ............ Penn State

The Department of Agricultural and Extension Education offers a program leading to the Master of Science degree with a major in Agricultural and Extension Education. The program is designed primarily for teachers of Agricultural Education and staff employed by the Agricultural Extension Service. However, due to the flexibility of the program, it would be of value to any student interested in agriculture or adult and continuing education. The program may be completed under a thesis or non-thesis option with a concentration in either agricultural education or agricultural extension education. Candidates for the Master's degree must meet the general requirements of The Graduate School and those stipulated by the department.

THE MASTER'S PROGRAM

Thesis Option
A candidate for the Master's degree who elects the thesis option must successfully complete:
1. A minimum of 30 hours of graduate credit in courses approved by the student's advisory committee. Six hours of thesis may be counted toward this requirement. Six hours of thesis may be counted toward this requirement. Six hours of thesis may be counted toward this requirement.
2. A minimum of 60 hours of graduate credit in courses approved by the student's advisory committee.
3. A minimum of 12 hours of graduate credit in courses appropriate to the area of concentration taught in the department and a minimum of 6 hours taught from outside the department.
4. A minimum of 3 hours of graduate credit in coursework in either research methodology or statistics.
5. A creative component designed by the student and approved by the student's advisory committee for 3 hours of graduate credit.
6. A written and oral comprehensive examination.

GRADUATE COURSES

411 Fundamentals of Agricultural Extension (3) history, philosophy, organizational structure, clientele served, major areas of program emphasis, teaching methods, and relationships with other educational agencies. Graduate credit for non-majors only. Sp

500 Thesis (1-15) P/NP only. E

502 Registration for Use of Facilities (3-15) Required for individual and organizational effectiveness. Prereq: Consent of instructor. E

521 Extension Program Planning (2) Methods of developing county extension programs: sources of essential basic information, determination of problems and needs of people, functional lay people and various groups of extension workers. Use of committees, step-by-step planning procedures, coordinated county and state plans and characteristics of effective programs. Prereq: 411 or consent of instructor. Sp

522 Extension Teaching Methods (2) Teaching/learning methods and techniques applicable to extension work, interpersonal relationships and effective communication. Result demonstration, methods demonstrations, meetings, tours, audio-visual aids. Prereq: 411 or consent of instructor. Sp

523 Extension Program Evaluation (2) Principles, instruments and techniques of identifying, gathering, analyzing and using data to appraise planning and teaching and to determine progress of clientele. Prereq: 411, 521, or consent of instructor. Sp

524 Research Methodology (3) Social research design, hypothesis testing, sampling, survey construction, scaling, interviewing, data coding, basic descriptive and inferential statistics, and presentation of results. Prereq: 436, 523, or consent of instructor.

525 Curriculum Planning in Agricultural Education (3) Models, principles and procedures for developing curricula in agricultural education and scheduling learning activities for planned instructional program. Prereq: 436, 436 or consent of instructor.

526 Agricultural Education for First-Year Teachers (2) Developing competencies needed by first-year teachers for planning, organizing and conducting programs of vocational agriculture in local community. Group meetings in selected centers and visits by instructor. Prereq: 436, 436. Sp

527 Adult Education and Strategies for Teaching (3) Psychological, philosophical and sociological theories for adult education in agriculture; methods and strategies for organizing classes and teaching adults. Prereq: 411 or 436 or consent of instructor.

528 Advanced Techniques for Teaching Agricultural Mechanics (3) Teaching techniques; determining needed competencies, organizing and managing agricultural mechanics facilities. Prereq: 436, 436 or consent of instructor.

529 Supervised Occupational Experiences in Agricultural Education (3) Historical and philosophical bases for supervised occupational experience programs and organizational patterns and procedures for conducting programs for farm and off-farm agricultural occupations. Prereq: 436, 436 or consent of instructor.

530 Special Topics in Agricultural and Extension Education (1-3) Current issues. Prereq: Consent of instructor. May be repeated. Maximum 9 hrs. E

531 Extension History, Philosophy and Objectives (2) Historical and philosophical foundation of youth education in American agriculture, key figures, issues, legislative movement, farmer organizations and programs. Cooperative Extension Service, origin, legislation and growth and nature of present-day objectives and programs. Prereq: 411 or consent of instructor. Sp

532 Managing Extension Organizations, Programs and Personnel (3) Theory and principles of management for individual and organizational effectiveness. Prereq: 521, 531, or consent of instructor. Sp

590 Special Problems in Agricultural and Extension Education (1-4) Special research and/or special reports based on supervised independent study. Prereq: Consent of instructor. May be repeated. Maximum 6 hrs. E

Agricultural Economics and Rural Sociology

(College of Agricultural Sciences and Natural Resources)

MAJOR DEGREES

Agricultural Economics M.S., Ph.D.

Handy Williamson, Head

Professors:
Badenhop, M. B. (Emeritus), Ph.D............. Purdue
Brooker, J. R., Ph.D,..................... Florida
Clein, C. L., Ph.D,......................... Wisconsin
Eastwood, D. B., Ph.D,...................... Tufts
Keller, L. H. (Liaison), Ph.D,.................... Kentucky
Klindt, T. H., Ph.D,......................... Kentucky
Leuthold, F. O., Ph.D,......................... Wisconsin
McLemore, D. L., Ph.D,....................... Illinois
McManus, B. R. (Emeritus), Ph.D,........... Purdue
Martin, J. A. (Emeritus), Ph.D,.............. Minnesota
Mundy, S. D., Ph.D,......................... Tennessee
Orr, R. H., Ph.D,...................... Illinois
Park, W. M., Ph.D,......................... Virginia Tech
Pentecost, B. H., J.D,......................... Tennessee
Ray, Daryl E. (Distinguished Prof.), Ph.D,........ Iowa State
Roberts, R. K., Ph.D,......................... Iowa State
Sappington, G. B. (Emeritus), Ph.D,.......... Illinois
Whitley, T. J. (Emeritus), Ph.D,.............. Purdue
Williamson, H., Ph.D,....................... Missouri

Associate Professors:
English, B. C., Ph.D,......................... Iowa State
Jensen, K. L., Ph.D,......................... Oklahoma State
Pompelli, G. K., Ph.D,....................... California (Davis)

Assistant Professors:
Davis, George C, Ph.D,...................... NC State
Jakus, Paul M., Ph.D,....................... NC State
Siegel, Paul B., Ph.D,....................... Virginia Tech

The Department of Agricultural Economics and Rural Sociology offers programs of graduate study leading to the Ph.D. and M.S. The doctoral program includes concentrations in agricultural marketing and price analysis, agricultural policy, farm management and
Agricultural Economics

GRADUATE COURSES

412 Agricultural Finance (3) Micro-finance; financial objectives; acquisition of debt and equity funds; capital investments, capital allocation; credit analysis, borrower and lender loan analysis, analysis, insurance strategies, computer applications, kinds and sources of agricultural credit, and financial intermediation. Prereq: Economics 201; Junior standing or consent of instructor. F

420 International Agriculture Trade and Marketing (3) Real and monetary aspects of international trade and effect on agricultural commodity flows; partial equilibrium analysis; economic implications of international policies; institutional aspects of international marketing of agricultural products. Prereq: Introduction to Agricultural Economics and Intermediate Microeconomics. F

430 Agricultural and Trade Policy (3) Values, goals, and policy processes; historical development and current characteristics of commodity, credit, and food, and trade policy; relationship between domestic and international agricultural policy. Prereq: 210 or consent of instructor. Sp

440 Agricultural Production Economics (3) Application of microeconomic theory to problems of resource allocation, enterprise selection, scale of operation of agricultural firms; economic interpretation of technical, agricultural production relationships. Prereq: 210 and Economics 311. F

442 Farm Business Management II (3) Advanced topics and methods for farm business analysis using micro and mainframe computers: linear programming applications in farm planning; spreadsheet analysis of whole farm business; systems analysis and management control; risk analysis and management; income tax management; farm growth and intergenerational transfer. Prereq: 342. Sp

450 Agricultural Price Analysis (3) Analysis of demand and supply mechanisms in agriculture; price determination; supply and demand equilibrium; aggregate price patterns; pricing institutions. Prereq: Marketing of Agricultural Products, Intermediate Microeconomics, and Statistical Methods. F


460 Rural Economic and Community Development (3) Historical and theoretical perspective on problems facing rural communities; linkages between farm and nonfarm sectors; models and tools for analyzing rural development. Prereq: 210 or consent of instructor. F

470 Natural Resource Economics (3) Nature of natural resources; economic role of natural resource use; factors influencing environmental quality; alternative public policy tools for influencing natural resource use; the interplay of natural resource use and environmental quality. Prereq: 450 or consent of instructor. F

471 Management of Non-Farm Activities (3) Application of microeconomic theory to problems of resource allocation, enterprise selection, scale of operation of nonfarm activities; economic interpretation of technical, agricultural production relationships. Prereq: 210 and Economics 311. F

505 Microeconomic Analysis (3) Theory of utility maximization and demand, production, cost, and welfare. Prereq: 210 and 311. F, A

522 Mathematical Programming Methods in Agricultural Economics (3) Linear and integer programming techniques and applications to problems of firm size and location. Prereq: 470 and Economics 511 or consent of instructor. Sp

524 Econometric Methods in Agricultural Economics (3) Application of statistical methods to microeconomic models; estimation of supply, demand and production functions; microeconomic forecasting models; interpretation of results. Prereq: Statistics 461 or consent of instructor. F

540 Advanced Agricultural Production Economics (3) Theoretical and empirical models in agricultural resource allocation; evaluation of both static and dynamic issues, decision theory with applications to agricultural firms; aggregate impact of firm decisions on industry. Prereq: 440 or equivalent. Sp

550 Advanced Agricultural Marketing (3) Analysis of structure, conduct and performance of agricultural marketing system; application of price theory concepts to existing circumstances in agricultural industries; examination of methods used to evaluate conduct and performance, analysis of transportation issues and location theory. Prereq: Economics 311 or consent of instructor. Sp

560 Advanced Rural Economic Development (3) Theoretical and historical perspectives on process of economic development; analysis of role of agriculture, sectoral interdependence and trade in development; application of theory specific development issues. Prereq: 460 or consent of instructor. Sp

569 Special Topics in Agricultural Economics (1-3) Topics to be announced. Prereq: Consent of instructor. May be repeated. Maximum 9 hrs. S/N only. E

600 Doctoral Research and Dissertation (3-15) P/NP only. E

620 Advanced Quantitative Methods (3) Discussion and evaluation of advanced statistical and mathematical techniques in current agricultural economics research. Prereq: 522, 524, and Economics 681-82, or consent of instructor. Sp, A

630 Agricultural Policy Analysis (3) Evaluation of public policy as related to agricultural policy and rural areas. Prereq: Economics 510 and 513 or consent of instructor. F

640 Agricultural Supply Analysis (3) Critical evaluation of both theoretical basis and empirical procedures used for estimating agricultural supply relationships using regression techniques, production functions, mathematical programming, and simulation analysis. Prereq: 540 or consent of instructor. F, A

650 Analysis of Agricultural Markets (2) Advanced theory and application of market analysis. Analysis of technical and informational efficiency and examination of issues in agricultural and food markets. Prereq: 450 and 550 or consent of instructor. Su

652 Consumer Demand and Food Consumption (2) Simultaneity of consumer decision making; food demands. Constraints on demand. Complete demand system models. Prereq: Economics 511 and 512 or consent of instructor. Sp, A

660 Seminar in Rural Economic Development (2) Current topics in economic development of rural areas. Current literature; evaluation of issues in both international and domestic development. Prereq: 560 or consent of instructor. Sp, A

670 Seminar in Natural Resource Economics (2) Issues in natural resource economics. Current literature: evaluation of theory, methodology and public policy as related to allocation of natural resources. Prereq: 570 or consent of instructor. Su
Rural Sociology

GRADUATE COURSES

480 Diffusion of Agricultural Technology (3) Analysis of diffusion and communication processes whereby new technology spreads from scientists to change agents and then to farmers. Innovation-decision process; communication behavior; mass media, role of professional change agents, opinion leadership and consequences of technological change. Prereq: 380 or consent of instructor. (Same as Sociology 480.) Sp

580 Advanced Rural Sociology (3) Application of sociological concepts and theory to analyze changing structure and function of rural life in U.S. and developing countries. Demographic changes, rural social and community indicators, and rural development processes. Prereq: 380 or equivalent. (Same as Sociology 585.) Sp

593 Special Topics in Rural Sociology (1-3) Current sociological issues involving application of sociological theory. Prereq: 380 or consent of instructor. May be repeated. Maximum 6 hrs. (Same as Sociology 595.)

Agricultural Engineering

(Majors... DEGREES

Agricultural Engineering .................. M.S., Ph.D.
Agricultural Engineering Technology .. M.S.

Fred D. Tompkins, Head

Professors:

Bledsoe, B. L., PE, Ph.D. .......... Oklahoma State
Henry, Z. A., PE, Ph.D. ............. NC State
Luttrell, D. H. (Emeritus), Ph.D. .... Iowa State
McDow, J. J. (Emeritus), PE, Ph.D. .. Michigan State
Mote, C. R., PE, Ph.D. ............ Ohio State
Sewell, J. I., PE, Ph.D. ............ NC State
Sherlon, C. H. (Emeritus), M.S. ...... VPI
Tompkins, F. D. (Liaison), PE, Ph.D. Tennessee
Wilhelm, L. R., PE, Ph.D. ........... Tennessee

Associate Professors:

Freeland, R. S., PE, Ph.D. .......... Tennessee
Grandle, G. F., Ph.D. .............. Tennessee
Wills, J. B., M.S. ................. Tennessee

Assistant Professors:

Baxter, D. O., M.S. ............... Missouri
Bishaw, R. N., Ph.D. ............. Massachusetts
Buschermohle, Michael J., Ph.D. .... Clemson
Hamilton, D. W., Ph.D. .......... Penn State
Hart, E. W., Ph.D. ............... Purdue
Prather, T. G., M.S. ............. Georgia
Willerson, J. B., Ph.D. .......... Purdue
Womac, A. R., Ph.D. ............. Tennessee
Yoder, D. C., Ph.D. .............. Purdue
Yoder, R. E., PE, Ph.D. .......... Colorado State

Graduate programs leading to the Master of Science and Doctor of Philosophy with a major in Agricultural Engineering are available to graduates of a recognized curriculum in engineering, mathematics, or one of the physical or biological sciences. A graduate program leading to the Master of Science in Agricultural Engineering Technology is available to graduates in a recognized curriculum in agriculture or other related fields. Each applicant will be advised about any prerequisite courses before entering a program. The student's program of study must be approved by his/her advisory committee and must comply with the requirements of The Graduate School.

A completed departmental data sheet and three completed Graduate School Rating Forms are required in addition to The Graduate School Application.

A significant aspect of graduate education beyond formal courses and thesis projects is active participation in the professional community which exists within academic departments at universities. Student/faculty seminars are one of the professionally rewarding activities of the community. Accordingly, all graduate students are encouraged to participate in each Agricultural Engineering Department seminar regardless of whether they are registered for seminar credit.

THE DOCTORAL PROGRAM

Agricultural Engineering

Applicants who have not previously earned a degree from an ABET-accredited engineering program must submit scores from the GRE general and engineering subject examinations. Applicants accepted into the program must complete at least 33 semester hours to earn a degree. Of these 33 hours, 20 must be in courses numbered 500 or greater (6 hours of thesis plus 14 hours of other courses). Other specific requirements for the 30 hours are:

Agricultural Engineering 504 (1), 505 (1), and other major subject courses 12 hours
Coursework in computational methods (mathematics, computer science, statistics, or any course containing appropriate computational components that may be approved by the department) 6 hours
Program electives 6 hours
Thesis 500 6 hours

In addition to completing the 30 semester hours, Master's students must pass a final oral examination covering the thesis, related areas, and graduate coursework.

Agricultural Engineering Technology

Thesis Option: Applicants who have not previously earned a degree from a professionally accredited program within the U.S. must submit scores from the GRE general examination. Applicants accepted into the program must complete at least 33 semester hours to earn a degree. Of these 30 hours, 20 must be in courses numbered 500 or greater (6 hours of thesis plus 14 hours of other courses). Other specific requirements for the 30 hours are:

Agricultural Engineering Technology 504 (1), 505 (1), and other major subject courses 12 hours
Coursework in computational methods (mathematics, computer science, statistics, or any course containing appropriate computational components that may be approved by the department) 6 hours
Program electives 6 hours
Thesis 500 6 hours

In addition to completing the 30 semester hours, Master's students must pass a final oral examination covering the thesis, related areas, and graduate coursework.

Non-Thesis Option: A non-thesis option in Agricultural Engineering Technology is available to qualified students. Applicants who have not previously earned a degree from a professionally accredited program within the U.S. must submit scores from the GRE general examination. Applicants accepted into the program must complete at least 42 semester hours to earn a degree. Of these 42 hours, 20 must be in courses numbered greater than 500. Other specific requirements for the 33 hours are:

Agricultural Engineering Technology 504 (1), 505 (1), and other major subject courses 12 hours
Coursework in computational methods (mathematics, computer science, statistics, or any course containing appropriate computational components that may be approved by the department) 6 hours
Program electives 6 hours
Coursework in special emphasis area 6 hours
Capstone Experience (project and report, typically 508) 3 hours

In addition to completing the 33 semester hours, non-thesis students must pass a comprehensive written final examination covering the graduate program, including the capstone experience. At the discretion of the candidate's committee, an oral examination may also be required.

THE DOCTORAL PROGRAM

Departmental Requirements

Students applying for admission into the doctoral program must submit evidence of ability to perform and report independent research to the satisfaction of the faculty of the department. An approved Master's thesis will usually be acceptable for this purpose. Scores on the GRE general and engineering subject examinations also are required for applicants who have not received a degree from an ABET-accredited engineering program.

To earn a degree, each doctoral student must complete at least 75 hours of approved graduate credit (beyond the baccalaureate degree) in agricultural engineering and supporting areas (engineering, computational methods, agricultural and biological sciences, and other related areas). Of the 75 hours, 48 must be in courses numbered greater than 500 (including 24 hours of course 600) and 6 hours of courses at UTK numbered greater than 600. Other specific requirements for the minimum 75 hours are:

Major subject courses 18 hours
Coursework in computational methods (mathematics, computer science, statistics, or any course containing appropriate computational components that may be approved by the department) 9 hours
Program electives 21 hours
Seminar (504, 505 or equivalent courses) 3 hours
600 Dissertation 24 hours
In addition to completing the minimum 75 hours of graduate credit required for a degree, each doctoral student must also pass a comprehensive examination as required by The Graduate School.

Agricultural Engineering

GRADUATE COURSES

413 Component Design and Machine Synthesis (3) Synthesis of design: structural, kinematic, power, control-system development; preparation of design drawings, specifications, model of device; written and oral report on project. PreReq: Engineering Design Fundamentals. 1 hr and 2 labs. Sp.

423 Irrigation and Waste Management System Design (3) Design of irrigation and agricultural water management systems with consideration given to livestock water characteristics, climate, water quantity, system characteristics, and impact on crop yield and water quality. PreReq: Soil and Water Conservation and Engineering Lab. 1 hr and 2 labs. F.

430 Mobile Hydraulic Power System Design (2) Functional and operational characteristics of mobile hydraulic system components: pumps, valves and actuators; analysis and synthesis of power transmission and control circuits. PreReq: Engineering Science and Mechanics 341. 1 hr and 1 lab. Sp, A.

433 Food and Bioprocessing System Design (3) System design for processing, handling, and storage of food and biological materials. Mass and energy balances, productivity characteristics, equipment specifications, economic analysis, safety and human factors considerations. PreReq: Processing Food and Biological Materials. 1 hr and 2 labs. Sp.

451 Electronic Systems (4) Basic electronics with biological applications. Analog and digital electronics; sensing and controlling physical and environmental parameters; sensor selection and interfacing; signal conditioning; process control. Laboratory experiments and design projects. PreReq: Circuits and Electro Mechanical Components. 3 hrs and 1 lab. Sp.

500 Thesis (1-15) P/NC only. E

502 Registration for Use of Facilities (3-15) Required for the student not otherwise registered during any semester when student uses University facilities and/or faculty time before degree is completed. May not be used toward degree requirements. May be repeated. S/NC only. E

504 Professional Development Seminar (1) Planning and executing research program; ethics and professionalism; departmental procedures and resources. PreReq: Agricultural Engineering Technology 504. S/NC only. F.

505 Professional Communications Seminar (1) Reviews and discussion of ideas, recent advances and current topics; presentations by students. PreReq: 504. May be repeated in doctoral program. Maximum 2 hrs. (Same as Agricultural Engineering Technology 505.) S/NC only. F, Sp.

510 Similitude in Design and Research (3) Dimensional analysis; governing equations; theory of models; true, distorted, dissimilar models; prediction equations; interpretation of data; applications to machinery, soil and water structures, agricultural buildings and other agricultural engineering related problems. PreReq: Engineering Science and Mechanics 321, 341. 2 hr and 1 lab. F, A.

520 Agricultural Engineering Instrumentation (3) Modern instrumentation techniques. Static and dynamic response of instrumentation; signal conditioning; temperature, moisture, optical radiation, displacement, strain, pressure, velocity, acceleration, and flow measurements; digital data acquisition and control. PreReq: 410 or equivalent. PreReq: 451 or Electronics and Computer Circuits or equivalent. 1 hr and 1 lab. F, A.

530 Research Problems in Agricultural Engineering (1-3) Theoretical and experimental studies relating to current problems in agricultural engineering. May be repeated. Maximum 6 hrs. E

Agricultural Engineering Technology

GRADUATE COURSES

422 Food and Process Engineering Technology (3) Application of basic engineering principles to agricultural and food processes. Fluid handling, drying, evaporation, thermal processing, heating and cooling, refrigeration systems, and materials handling. PreReq: Introductory Physics, Calculus. 2 hrs and 1 lab. F, A.

442 Agricultural Waste Management and Pollution Control (3) Waste management fundamentals; characteristics of animal manures; techniques for collection, processing, storage, and utilizing livestock waste. PreReq: Mathematics 121. 2 hrs and 1 lab. E.

450 Basic Ground Water Hydrology (3) Basic concepts of hydrologic processes; natural ground water systems, crop processing and materials handling. PreReq: 506 and computer programming course. 2 hrs and 1 lab. Sp.

454 Automation Devices and Applications (3-6) Electric and fluid control systems. Basic electronics as applied to simple automation systems, programmable controllers, digital logic and transducers. PreReq: 506 and computer programming course. 2 hrs and 1 lab. Sp.

521 Selected Topics in Agricultural Engineering Technology (1-3) Lecture/discussion on specialized topics. May be repeated. Maximum 6 hrs. E

Animal Science

GRADUATE COURSES

512 Teaching Internship in Agriculture (1) Supervised experience in teaching; test preparation and evaluation of agriculture students. May be repeated. Maximum 2 hrs for M.S. students; 4 hrs for Ph.D. students.

Agriculture

(Government of Agricultural Sciences and Natural Resources

MAJOR DEGREES

Animal Science M.S., Ph.D. Veterinary Medicine D.V.M.

Kelly Robbins, Head

Professors:

Barth, K. M. (Emeritus), Ph.D. Rutgers
Bell, M. C. (Emeritus), Ph.D. ....... Oklahoma State
Bledsoe, J. K. (Emeritus), Ph.D. Ohio State
Chamberlain, C. C. (Emeritus), Ph.D. Iowa State
Erickson, B. H., Ph.D. ......... Kansas State
Hall, O. G., Ph.D. ......... Iowa State
Hansard, S. L. (Emeritus), Ph.D. Florida
Hanson, S. L. (Emeritus), Ph.D. ......... Iowa State
Hansard, S. L. (Emeritus), Ph.D.
Hansard, S. L. (Emeritus), Ph.D.
Hansard, S. L. (Emeritus), Ph.D.
Hansard, S. L. (Emeritus), Ph.D.
McLaren, J. B. (Emeritus), Ph.D. ......... Auburn
Miller, J. K., Ph.D. ......... Georgia
Murphy, R. L. (Emeritus), Ph.D. ......... Wisconsin
Oakner, S. H., Ph.D. ......... Ohio State
Oliver, S. P., Ph.D. ......... Ohio State
Richardson, D. O., Ph.D. ......... Illinois
Robbins, R. K., Ph.D. ......... Illinois
Shrodde, R. R. (Emeritus), Ph.D. ......... Illinois
Shultz, T. W., Ph.D. ......... Tennessee
Sims, M. H., Ph.D. .................... Auburn
Tugwell, R. L. (Emeritus), Ph.D. ... Kansas State

Associate Professors:
Backus, W. R., Ph.D. ................. Tennessee
Bell, B. R., Ph.D. ..................... NC State
Eller, H., D.V.M., Ph.D. ............... Illinois
Godkin, J. D. (Liaison), Ph.D. ...... Massachusetts
Heitmann, R. N., Ph.D. .............. Maine
Henry, R. W., D.V.M., Ph.D. ........ Ohio
Hitchcock, J. P., Ph.D. ............. Michigan State
Kattesh, H. G., Ph.D. ............... VPI
Masincup, F. B., Ph.D. .............. Kansas State
Wallner, J. C., Ph.D. ............... Nebraska

Assistant Professors:
Grizzle, J. M., Ph.D. .................. Florida
Mathew, A. G., Ph.D. ............... Purdue
Mendis-Handagama, D.V.M., Ph.D. ..... Monash
Rowles, T. K., D.V.M., Ph.D. ....... Texas A&M
Quigley, J. D., Ph.D. ............... Virginia Tech
Smalling, J. D., Ph.D. ............ Texas A&M
Smith, M. O., Ph.D. ............... Oklahoma State

The Department of Animal Science offers graduate programs leading to the Master of Science and Doctor of Philosophy with a major in Animal Science. At the M.S. level, areas of concentration are nutrition, breeding, physiology (reproductive, mammary, and metabolic), and management with orientation towards beef cattle, dairy cattle, swine, and poultry. Since the department is also a part of the College of Veterinary Medicine, the areas of anatomy, systemic physiology (blood, cardiovascular, and neural), and histology are also available. The Ph.D. program offers concentrations in animal nutrition, animal breeding, animal physiology, animal anatomy, and animal management. For specific information, contact the department head.

During the first term of matriculation in each degree program, all graduate students are required to enroll in 595. Students are also required to enroll in 596 each fall term, and in 597 each spring term.

THE MASTER'S PROGRAM

For admission to the M.S. program, a student must have obtained a 3.0 grade-point average on a 4.0 scale (or a 3.0 each term during the junior and senior years) in a completed undergraduate degree program in one of the animal sciences or in a related area. The student must submit evidence (letters of recommendation, personal interview, etc.) that indicates ability to complete requirements for the M.S. Prereq. A grade-point average may be required if the student has insufficient undergraduate background. If the student has an unsatisfactory grade-point average, acceptance may be on a probationary (non-degree) basis and a minimum of 9 hours of graduate coursework must be completed by the student. A grade-point average of 3.0 for admission to the M.S. program.

The program requires the writing of a thesis based on original research: the completion of a minimum of 24 hours of graduate coursework, of which at least 14 hours must be taken in courses numbered at or above the 500 level; and 6 hours of thesis. Included in the course requirement are 1 hour of Agriculture 512 and a minimum of 3 hours in statistics. These statistics courses must be chosen from the 400, 500, or 600 level of courses approved for use in the Intercollegiate Graduate Statistical Program (ICGSP). The remainder of the coursework will be selected jointly by the student and the major professor depending on the student's area of concentration and professional objectives.

The advisory committee will consist of the major professor, a faculty member of Animal Science, who will act as chairperson of the committee, and a minimum of two other faculty members, one of whom may be outside the Animal Science Department. The advisory committee approves the student's coursework and research project and conducts the final oral examination which consists of a comprehensive oral examination and a defense of the thesis.

THE DOCTORAL PROGRAM

The doctoral program requires a minimum of 48 semester hours of coursework beyond the B.S. and a minimum of 24 hours of doctoral research and dissertation. The 48 hours of coursework must include:

1. A minimum of 16 hours in related fields outside of animal science.
2. At least 24 hours credit at the 500 and 600 level, exclusive of doctoral research and dissertation, of which a minimum of 6 hours must be at the 600 level. Students in the nutrition, breeding, physiology, or anatomy concentration must complete at least 12 hours at the 500 and 600 level in the respective concentration or closely related area. Students in the management concentration must complete Animal Science 581 and 9 hours at the 500 or 600 level in two non-management concentrations for a total of 12 hours (including 581).
3. A minimum of 1 hour of Agriculture 512 in addition to that required at the M.S. level.
4. A minimum of 6 hours in 400-, 500-, or 600-level statistics courses approved for the ICGSP.

A minimum of five faculty members will constitute the student's advisory committee. For which at least one must be outside Animal Science. The major professor will be the chairperson. The student and the major professor select a program of study depending on the student's area of concentration and professional goals.

The doctoral program requires the completion of 300-level core courses or equivalent or consent of instructor. 2 hrs and 1 lab.

481 Beef Cattle Production and Management (3) Integration of principles of nutrition, breeding, physiology, and marketing into complete production and management programs. Structure of industry, enterprise establishment, systems of production, production practices, improvement programs. Management evaluated in terms of production responses and economic returns. Prereq: Completion of 300-level core courses or equivalent or consent of instructor. 2 hrs and 1 lab.

482 Dairy Cattle Production and Management (3) Integration of principles of nutrition, breeding, physiology, and marketing into complete production and management programs. Structure of industry, enterprise establishment, systems of production, production practices, improvement programs. Management evaluated in terms of production responses and economic returns. Prereq: Completion of 300-level core courses or equivalent or consent of instructor. 2 hrs and 1 lab.

483 Pork Production and Management (3) Integration of principles of nutrition, breeding, physiology, and marketing into complete production and management programs. Structure of industry, enterprise establishment, systems of production, production practices, improvement programs. Management evaluated in terms of production responses and economic returns. Prereq: Completion of 300-level core courses or equivalent or consent of instructor. 2 hrs and 1 lab.

484 Poultry Production and Management (3) Integration of principles of nutrition, breeding, physiology, and marketing into complete production and management programs. Structure of industry, enterprise establishment, systems of production, production practices, improvement programs. Management evaluated in terms of production responses and economic returns. Alternatives evaluated: production responses and economic returns. Prereq: Animal science sophomore and junior core courses or consent of instructor. 2 hrs and 1 lab.

500 Thesis (1-15) P/NP only. E

502 Registration for Use of Facilities (3-15) Required for the student not otherwise registered during any semester when student uses University facilities and/or faculty time before degree is completed. May not be used toward degree requirements. May be repeated. S/NCR only. E

511 Special Problems in Animal Science (1-4) Prereq: Consent of instructor and department head. May be repeated. Maximum 6 hrs. E

520 Animal Physiology (4) Major body systems and interrelationships: nervous, muscle, blood, cardiovascular, kidney, respiratory, gastrointestinal, and endocrine systems. Concepts of metabolism, temperature regulation, and acid-base balance. Prereq: General undergraduate anatomy and physiology, or consent of instructor. F

522 Principles in Physiological Recording (1) Theories of acquisition and interpretation of physiological data. Animal temperature, behavior data from animals using modern recording devices. Supports Animal Science-Veterinary Medicine 521. 1 lab. F

523 Advanced Mammalian Reproduction (3) Current topics and "new frontiers" in reproductive biology. Prereq: 322, F

524 Advances in Mammary Physiology (3) Develoment, anatomy, and function of mammary glands; endocrine interactions associated with mammary development and function; factors affecting yield and composition of mammary secretions. Prereq: 322 or consent of instructor. Sp

531 Analytical Techniques in Animal Sciences (3) Physical and chemical analyses of feeds, ingredients,
Animal Science-Veterinary Medicine
See Veterinary Medicine for program description.

GRADUATE COURSES

501 Special Topics in Anatomy and Physiology of Domestic and Laboratory Animals (1-4) May be repeated. Maximum 6 hrs. E

502 Registration for Use of Facilities (3-15) Required of all animal science graduate students. Presentations: beef cattle, small ruminants, and laboratory animals. Prereq: Management, economics, computer science, statistics. 2 hrs and 1 lab. F-A

532 Advanced Energy-Protein Nutrition (4) Chemical forms, digestion, absorption, intermediary metabolism, deficiencies, excesses and interaction of energy and protein. Prereq: 533 or 534, and Biochemistry 410 or Nutrition 511 or consent of instructor. Sp,A

533 Advanced Mineral-Vitamin Nutrition (4) Chemical forms, digestion, absorption, intermediary metabolism, deficiencies, excesses and interaction of minerals and vitamins. Prereq: 533 or 534, and Biochemistry 410 or Nutrition 511 or consent of instructor. Sp,A

581 Advanced Livestock Management (3) Objective functions to evaluate alternative livestock production systems. Approaches to analysis and integration of reproductive management programs, genetic improvement policies, alternative feeding systems, and herd health programs. Consideration of time, risk, and uncertainty in production. Tools, linear programming, as aids in decision-making and resource allocation. Prereq: Management, economics, computer science, statistics. 2 hrs and 1 lab. Sp

582 Advanced Mammalian Physiology II (4) (Same as Zoology 522.)

535 Nutritional Aspects of Companion Animal Health (2) Nutritional concepts applied to veterinary management of normal and disease states for pets including dogs, cats, horses and exotic species. Prereq: 533 or 534, and Biochemistry 410 or equivalent or consent of instructor. Recommended prereq: Biochemistry 410. (Same as Zoology 522.)

552 Disorders of the Endocrine System (2) Pathological and physiological aspects of diseases; endocrine glands of various animal species. Prereq: 521 or consent of instructor. Sp,A

561 Advanced Topics in Animal Anatomy (1-4) Current and future research methodology, laboratory situation, recent advances in quantitative techniques for gross and microscopic anatomy. Prereq: Consent of instructor. May be repeated. Maximum 6 hrs. E

652 Disorders of the Endocrine System (2) Pathological and physiological aspects of diseases; endocrine glands of various animal species. Prereq: 521 or consent of instructor. Sp,A

632 Advanced Energy-Protein Nutrition (4) Chemical forms, digestion, absorption, intermediary metabolism, deficiencies, excesses and interaction of energy and protein. Prereq: 533 or 534, and Biochemistry 410 or Nutrition 511 or consent of instructor. Sp,A

633 Advanced Mineral-Vitamin Nutrition (4) Chemical forms, digestion, absorption, intermediary metabolism, deficiencies, excesses and interaction of minerals and vitamins. Prereq: 533 or 534, and Biochemistry 410 or Nutrition 511 or consent of instructor. Sp,A

652 Disorders of the Endocrine System (2) Pathological and physiological aspects of diseases; endocrine glands of various animal species. Prereq: 521 or consent of instructor. Sp,A

632 Advanced Energy-Protein Nutrition (4) Chemical forms, digestion, absorption, intermediary metabolism, deficiencies, excesses and interaction of energy and protein. Prereq: 533 or 534, and Biochemistry 410 or Nutrition 511 or consent of instructor. Sp,A

Anthropology

College of Liberal Arts

MAJOR
Anthropology

DEGREES
M.A., Ph.D.

Jan F. Simek, Head

Professors:
Bass, William M., Ph.D. Pennsylvania State University
Faulkner, Charles H., Ph.D. Indiana University
Jantz, Richard L., Ph.D. Kansas State University

Pamalee, Paul W. (Emeritus), Ph.D. Texas A&M University
Wheeler, Margaret C. (Emeritus), Ph.D. Yale University

Associate Professors:
Harrison, Faye V., Ph.D. Stanford University
Harrison, E. A., Ph.D. Syracuse University
Howell, Benita J., Ph.D. Kentucky State University
Krippel, Walter E., Ph.D. Missouri State University
Logan, Michael H., Ph.D. Penn State University
Schoedel, Gerard F., Ph.D. Washington State University
Simek, Jan F., Ph.D. SUNY Binghamton University

Assistant Professors:
Bass, Mary Ann, Ph.D. Kansas State University
Kongsberg, L., Ph.D. Northwestern University
Kramer, A. (Liaison), Ph.D. Michigan State University

Research Associate Professor:
Chapman, Jeffrey, Ph.D. North Carolina State University

Research Assistant Professor:
Tardif, Suzette D., Ph.D. Michigan State University

The Department of Anthropology offers both the M.A. and Ph.D. degrees with concentrations in archaeology, biological anthropology, cultural anthropology and zooarchaeology. Additional information on the Anthropology graduate program may be obtained from the departmental brochure or by contacting the Anthropology Department.

THE MASTER'S PROGRAM

For admission, an applicant must provide three letters of recommendation and a letter of intent. An undergraduate background in anthropology is required, but students lacking this may be admitted under special circumstances.

M.A. Requirements
1. A minimum of 30 hours for graduate credit. A minimum of 24 of these hours must be in anthropology, including the following:
   a. 510 and 560
   b. one of the following courses: 512, 513, 514, 515
   c. one of the following courses: 520, 531, 561, 564
   d. two of the following courses: 580, 581, 582, 583

   These requirements must be met prior to taking the Graduate Evaluation Examination.

2. Successful completion of the departmental developed Graduate Evaluation Examination (GEE). It is expected that it will be taken at the end of the third semester in residence. The GEE is given each year in January.

3. An introductory statistics course (usually Statistics 351) if such a course has not been previously taken.

4. Successful completion of the thesis and final oral examination.

THE DOCTORAL PROGRAM

An incoming student should possess an M.A. in Anthropology. Students with an M.A. in another discipline may be admitted after completing specific requirements outlined in the departmental brochure. In addition to the requirements prescribed by the Graduate