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<th>Theatre</th>
<th>Veterinary Medicine</th>
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<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 4 (Thursday)</td>
<td>Classes Begin</td>
</tr>
<tr>
<td>July 3 (Friday)</td>
<td>Independence Day</td>
</tr>
<tr>
<td>July 8 (Wednesday)</td>
<td>First Session Ends</td>
</tr>
<tr>
<td>July 9 (Thursday)</td>
<td>Second Session Begins</td>
</tr>
<tr>
<td>August 12 (Wednesday)</td>
<td>Second Session Ends</td>
</tr>
<tr>
<td>August 14 (Friday)</td>
<td>Commencement</td>
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## Fall Semester 1998

<table>
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<tr>
<td>August 26 (Wednesday)</td>
<td>Classes Begin</td>
</tr>
<tr>
<td>September 7 (Monday)</td>
<td>Labor Day</td>
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<tr>
<td>October 15-16 (Thursday-Friday)</td>
<td>Fall Break</td>
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<tr>
<td>November 26-27 (Thursday-Friday)</td>
<td>Thanksgiving</td>
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<tr>
<td>December 10 (Thursday)</td>
<td>Classes End</td>
</tr>
<tr>
<td>December 11 (Friday)</td>
<td>Study Period</td>
</tr>
<tr>
<td>December 12, 14-17 (Saturday, Monday-Thurs)</td>
<td>Final Exams</td>
</tr>
<tr>
<td>December 20 (Sunday)</td>
<td>Commencement</td>
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## Spring Semester 1999

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<td>January 13 (Wednesday)</td>
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<tr>
<td>January 18 (Monday)</td>
<td>Martin Luther King Day</td>
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<tr>
<td>March 15-19 (Monday-Friday)</td>
<td>Spring Break</td>
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<tr>
<td>April 2 (Friday)</td>
<td>Spring Recess</td>
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<tr>
<td>May 4-5 (Tuesday-Wednesday)</td>
<td>Study Recess</td>
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<td>May 6-8, 10-11 (Thursday-Saturday, Monday-Tuesday)</td>
<td>Final Exams</td>
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## Summer Term 1999

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<td>Independence Day</td>
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</tr>
<tr>
<td>August 13 (Friday)</td>
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NOTE: Deadlines for degree requirements are at end of section on Degree Program Requirements.
### The University Administration

#### Board of Trustees

<table>
<thead>
<tr>
<th>Ex Officio Members</th>
<th>From Congressional Districts</th>
<th>DISTRICT</th>
<th>TERM EXPIRES</th>
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<tr>
<td>Governor, State of Tennessee</td>
<td>Thomas E. Kerney, Kingsport</td>
<td>First</td>
<td>June 1, 1999</td>
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<tr>
<td>Commissioner of Education</td>
<td>William B. Sansom, Knoxville</td>
<td>Second</td>
<td>June 1, 2001</td>
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<tr>
<td>Commissioner of Agriculture</td>
<td>Roger Dickson, Chattanooga</td>
<td>Third</td>
<td>June 1, 2001</td>
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<tr>
<td>President of the University of Tennessee</td>
<td>Charles E. Coffey, Shelbyville</td>
<td>Fourth</td>
<td>June 1, 2002</td>
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<tr>
<td>Executive Director, Tennessee Higher Education Commission</td>
<td>Vacant</td>
<td>Fifth</td>
<td>June 1, 2002</td>
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<tr>
<td>Ex Officio Members</td>
<td>Carl Johnson, Brentwood</td>
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<td>Amon Carter Evans, Columbia</td>
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<td>June 1, 2000</td>
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<td>Tom Elam, Union City</td>
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<td></td>
<td>Jerry L. Jackson, Dyersburg</td>
<td>Ninth</td>
<td>June 1, 2001</td>
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<td>Johnnie D. Amonette, Memphis</td>
<td>Tenth</td>
<td>June 1, 2001</td>
</tr>
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</table>

#### From Anderson, Bedford, Coffee, Franklin, Lincoln, Moore, and Warren Counties
- J. Steven Ennis
- From Davidson County
  - Clayton McWhorter
- From Hamilton County
  - Frank J. Kinser
- From Knox County
  - Susan Richardson-Williams
  - James A. Haslam, II
- From Shelby County
  - Arnold E. Perl
  - Lucy Y. Shaw

#### From Congressional Districts

<table>
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<tr>
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<th>TERM EXPIRES</th>
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<td>Ninth</td>
<td>June 1, 2001</td>
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</table>

#### University of Tennessee Administration

- Joseph E. Johnson, B.S., M.A., Ed.D., President, The University of Tennessee
- Billy Stair, B.A., M.A., Executive Assistant to the President
- Emerson H. Fly, B.S., CPA, Executive Vice President and Vice President for Business and Finance
- Homer S. Fisher, B.S., M.B.A, Senior Vice President
- Charles F. Brakebill, B.S., VP for Development
- D.M. (Pete) Gossett, B.S., M.S., Ph.D., Vice President for Agriculture
- T. Dwayne McCay, B.S., M.S., Ph.D., Vice President of the UT Space Institute
- William R. Rice, A.B., J.D., Chancellor and Vice President for Health Affairs
- Sammie Lynn Puett, B.S., M.S., APR, Vice President for Public Service, Continuing Education, and University Relations
- Beauchamp E. Brogan, B.S., LL.B., J.D., General Counsel
- Charles M. Peccolo, Jr., B.S., M.Acc., CPA, CCM, Treasurer

#### UT, Knoxville Administration

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- John G. Peters, A.B., M.A., Ph.D., Vice Chancellor for Academic Affairs
- Susan B. Metten, B.A., M.Ed., Ed.S., Ed.D., Vice Chancellor for Information Infrastructure
- Philip A. Scheurer, B.A., M.S., Vice Chancellor for Administration and Student Affairs
- Rickey McCurry, B.S., J.D., Acting Vice Chancellor for Development and Alumni Affairs
- Michael Devine, B.S., Ph.D., Vice Chancellor for Research
- C.W. Minkel, B.A., M.A., Ph.D., Associate Vice Chancellor for Academic Affairs and Dean of The Graduate School and Acting Director of the School of Information Sciences
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- Faye Julian, B.A., M.A., Ph.D., Dean of Undergraduate Academic Affairs and Director of the Center for Undergraduate Excellence
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- Marleen K. Davis, B.Arch., M.Arch., Dean of the College of Architecture and Planning
- Lorayne W. Lester, B.S., M.A., Ed.D., Dean of the College of Arts and Sciences
- C. Warren Neel, B.S., M.B.A, Ph.D., Dean of the College of Business Administration
- Dwight L. Teater, A.B., M.J., Ph.D., Dean of the College of Communications
- C. Glennon Rowell, B.S., M.A., Ed.D., Interim Dean of the College of Education
- Jerry E. Stoneking, B.S., M.S., Ph.D., Dean of the College of Engineering
- Jacquelyn O. DaJonge, B.S., M.A., Ph.D., Dean of the College of Human Ecology
- Richard S. Wirtz, B.A., M.P.A., J.D., Dean of the College of Law
- Joan Creasia, B.S.N., M.S.N., Ph.D., R.N., Dean of the College of Nursing
- Karen Sowers, B.A., M.S.W., Ph.D., Dean of the College of Social Work
- G. Michael H. Shires, B.V.Sc., M.S., M.R.C.V.S., Dip.A.C.V.S., Dean of the College of Veterinary Medicine
- Linda Painter, B.S., M.S., Ph.D., Interim Associate Vice Chancellor and Dean of Continuing Studies and Distance Education
- Susie C. Archer, B.S., M.A., Dean of Admissions (Undergraduate) and Records
- Raymond A. Popp, B.S., M.A., Ph.D., Director of the UT-Oak Ridge Graduate School of Biomedical Sciences
- Paula T. Kaufman, A.B., M.S., MBA, Dean of Libraries

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- Governor Don Sundquist, Chairman
- J. Steven Ennis, Vice Chairman
- Beauchamp E. Brogan, Secretary
- Linda Logan, Assistant Secretary
The Graduate School Administration  

C.W. Minkel, B.A., M.A., Ph.D., Associate Vice Chancellor and Dean of The Graduate School  
Jan Allen, B.S., M.S., Ph.D., Assistant Dean of The Graduate School

Michael Singletary, B.A., M.A., Ph.D., Associate Dean of The Graduate School  
S. Kay Reed, B.S., M.S., M.A., Ph.D., Assistant to the Dean  
Diana C. Lopez, B.S., M.S., Director, Graduate Admissions and Records

The Graduate Council  (Membership August 1, 1997)

Ex Officio Members
Dr. C.W. Minkel, Graduate Council Chairman  
Dr. Jan Allen, The Graduate School  
Dr. Bill Blass, Chairman of the Research Council  
Dr. Judith Fiene, College of Social Work  
Dr. Thomas W. George, College of Education  
Dr. Herb Howard, College of Communications  
Ms. Paula Kaufman, Dean of Libraries  
Dr. Jim Moran, College of Human Ecology  
Dr. David Patterson, College of Architecture and Planning  
Dr. Leon Potgieter, College of Veterinary Medicine

S.Kay Reed, B.S., M.S., M.A., Ph.D., Assistant to the Dean  
Diana C. Lopez, B.S., M.S., Director, Graduate Admissions and Records

Dr. K. C. Reddy, UT Space Institute  
Dr. John Riley, College of Agricultural Sciences and Natural Resources  
Dr. Carol Seavor, College of Nursing  
Dr. Jeffrey Sekula, University Evening School  
Dr. Michael Singletary, The Graduate School  
Dr. John L. Sobieski, Jr., College of Law  
Dr. Otis Stephens, College of Arts and Sciences  
Dr. Fred Tompkins, College of Engineering  
Dr. Jan Williams, College of Business Administration

College or Unit  Elected Members  Expiration  Proxy

Arch. & Planning  Mr. Jon Coddington  July 31, 1998  Mr. J. William Rudd
Arts & Sciences  Dr. Fred Grimm  July 31, 1998  Dr. Richard Aquila
Dr. Kathleen D. Lawler  July 31, 1998  Dr. Carl Cobb
Dr. Lee Magid  July 31, 1998  Dr. Michael LoFaro
Dr. Kula Misra  July 31, 1998  Dr. Gordon Burghardt
Dr. Mary Papke  July 31, 1998  TBD
Dr. Lyle W. Konigsberg  July 31, 1998  Dr. L. J. DeCuir
Dr. Wesley G. Morgan  July 31, 1998  TBD
Dr. David C. Wilson  July 31, 1998  TBD

Biomedical Sciences  Dr. Raymond A. Popp  July 31, 1998  Mr. George H. Gregg

Business Administration  Dr. Joseph Rentz  July 31, 1999  Dr. Dan Murphy
Dr. Henry Herzog  July 31, 2000  Dr. George Philippatos

Communications  Dr. Barbara Moore  July 31, 1999  Dr. Mark Miller

Education  Dr. Larry Coleman  July 31, 1998  Dr. Ian Rockett
Dr. Robert Williams  July 31, 1998  Dr. William Poppen
Dr. Ralph Brockett  July 31, 1999  Dr. Kathleen Davis
Dr. Olga Welch  July 31, 1999  Dr. Jeff Aper
Dr. Patricia Beitel  July 31, 2000  Dr. James Miller

Engineering  Dr. A. J. Baker  July 31, 1998  Dr. Reece Roth
Dr. Paul Crilly  July 31, 1998  Dr. Paul Bienkowski
Dr. Jack Weitsman  July 31, 1998  Dr. Peter Groe
Dr. Wayne Davis  July 31, 2000  Dr. Walter L. Green

Graduate Student Association  Ms. Janel Prescott  April 30, 1998  TBD
Mr. Chris Hogan  April 30, 1998  TBD
Ms. Kadesha Washington  April 30, 1998  TBD

Human Ecology  Dr. Jim Bailey  July 31, 1998  TBD
Dr. Jay Whelan  July 31, 1998  TBD
Dr. Greer Lilton Fox  July 31, 1999  TBD

Law  Ms. D. Cheryn Picquet  July 31, 2000  TBD

Nursing  Dr. Pat Droppleman  July 31, 1998  TBD

School of Information Sciences  Dr. Richard Pollard  July 31, 2000  TBD

Social Work  Dr. Cynthia Rocha  July 31, 1998  TBD
Dr. Tom Cruthirds  July 31, 1998  TBD

UT Space Institute  Dr. Frank G. Collins  July 31, 1998  TBD

Veterinary Medicine  Dr. Kevin Hahn  July 31, 2000  TBD
GRADUATE STUDY
Rules, policies, fees, and courses described in this catalog are subject to change without notice. Refer to inside front cover.
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 largest and most comprehensive institution, and is the only state-supported "Research University I" (Carnegie classification) in Tennessee. The University of Tennessee, Knoxville is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, GA 30033-4097; Telephone number 404-679-4501) to award the bachelor's, master's and doctoral degrees.

A wide range of graduate programs leading to master's and doctoral degrees is available. The University offers master's programs in 76 fields, the Educational Specialist degree, doctoral work in 45 fields, and 2 professional programs. More than 6,000 graduate and professional students are enrolled on and off campus under the tutelage of 1,500 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 their knowledge, and those pursuing postdoctoral research. 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. Increasingly 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 and the Office of Graduate Admissions and Records; administrators of the various graduate programs; the graduate 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 the Associate and Assistant Deans of The Graduate School, the Chair of the Research Council, the Dean of Libraries, the Dean of Continuing Education, and the administrative officer having primary responsibility for the 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; approval of new graduate programs; approval of individuals to direct doctoral dissertation research; financial support of graduate students; and all 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 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 1866 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 8,100 doctoral degrees and 49,600 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.
# Graduate Majors and Degree Programs

Below is a list of all graduate degree programs offered at The University of Tennessee, Knoxville. A degree is awarded upon completion of a specified program of study in a major field. Degree titles are posted on transcripts and diplomas. Majors titles are posted on transcripts. A formally approved subcomponent of a degree program is a concentration. Select ONE of these majors and degrees. Enter your preference on the Graduate School application (orange form) under Type of Admission. Please contact the program you have selected for additional information.

<table>
<thead>
<tr>
<th>MAJOR</th>
<th>DEGREE</th>
<th>GRE</th>
<th>RATING FORM</th>
<th>DEPT. REQ.</th>
<th>THESIS REQ.</th>
<th>LANGUAGE REQ.</th>
<th>CONCENTRATIONS AVAILABLE/ EVALUATION DATES/PHONE (AREA CODE: 423)</th>
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## College of Agricultural Sciences & Natural Resources

**Agricultural & Extension Education**

<table>
<thead>
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</tbody>
</table>

**Agricultural Economics**

- MS: Agronomy, agricultural economics, rural sociology.
- PHD: Agricultural marketing and price analysis, agricultural policy, farm management & production economics, natural resource economics, rural development.

**Animal Science**

<table>
<thead>
<tr>
<th>Major</th>
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<th>GRE</th>
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**Biosystems Engineering**

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</tbody>
</table>

**Biosystems Engineering**

- MS: Agricultural electrical & electronic systems, agricultural power & machinery, agricultural structures & environment, food & process engineering, soil & water conservation engineering.

**Entomology & Plant Pathology**

<table>
<thead>
<tr>
<th>Major</th>
<th>Degree</th>
<th>GRE</th>
<th>RATING</th>
<th>DEPT. REQ.</th>
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<th>LANGUAGE REQ.</th>
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**Ornamental Horticulture & Landscape Design**

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## College of Arts and Sciences

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<td>First concentration-French, German, Spanish. Second concentration-Advanced linguistics, French, German, Italian, Portuguese, Russian, Spanish. (974-3421, <a href="mailto:lauckner@utk.edu">lauckner@utk.edu</a>)</td>
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**College of Business Administration**

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Financial auditing, systems, taxation. Evaluate Mar 1. (974-2551, rrowson@utk.edu)

MBA-economics, environmental management, finance, forest industries management, global business, logistics & transportation, management, marketing, new venture analysis & entrepreneurship, statistics. PHD-accounting, finance, logistics & transportation, management, marketing, statistics. Admit Fall only. Evaluate Mar 1. Dual JD-MBA, Executive MBA, BA/MBA, M.S.-MBA, Professional MBA programs available. (974-5033, jmosey@utk.edu)
<table>
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<tr>
<th>MAJOR</th>
<th>DEGREE</th>
<th>GRE</th>
<th>RATING</th>
<th>FORM</th>
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**College of Communications**

| Communications*                            | MS     | G   | 3      | X    | X     |       |        |        |          |        |
|                                            | PHD    | G   | 3      | X    | X     |       |        |        |          |        |

**College of Education**

| College Student Personnel                  | MS     | G   | 3      | X    |       |       |        |        |          |        |
|                                            |        |     |        |      |       |       |        |        |          |        |
| Counseling*                                | MS     | G   | 3      | X    |       |       |        |        |          |        |
|                                            | PHD    | G   | 3      | X    |       |       |        |        |          |        |
| Education I                                | PHD    | G   | 3      | X    | X     | X     |        |        |          |        |
|                                            | MS     | G   | 3      | X    |       |       |        |        |          |        |
| Education II                               | EDS    | G   | 3      | X    | X     | X     |        |        |          |        |
|                                            | EDD    | G   | 3      | X    | X     | X     |        |        |          |        |

| Educational Psychology                     | MS     | G   | 3      | X    |       |       |        |        |          |        |
| Human Performance & Sport                 | MS     | G   | 3      | X    |       |       |        |        |          |        |
| Leadership Studies in Education*          | MS     | G   | 3      | X    |       |       |        |        |          |        |

**College of Engineering**

| Aerospace Engineering*                     | MS     | G   | 3      | X    | X     |       |        |        |          |        |
|                                            | PHD    | G   | 3      | X    | X     |       |        |        |          |        |
| Chemical Engineering*                      | MS     | G   | 3      | X    |       |       |        |        |          |        |
|                                            | PHD    | G   | 3      | X    |       |       |        |        |          |        |
| Civil Engineering*                         | MS     | G   | 3      | X    |       |       |        |        |          |        |
|                                            | PHD    | G   | 3      | X    |       |       |        |        |          |        |
| Electrical Engineering*                    | MS     | G   | 3      | X    |       |       |        |        |          |        |
|                                            | PHD    | G   | 3      | X    |       |       |        |        |          |        |

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<tr>
<th>MAJOR DEGREE GRE RATING FORM DEPT. REQ.* THESIS REQ'D. LANGUAGE REQ'D.</th>
<th>CONCENTRATIONS AVAILABLE/EVALUATION DATES/PHONE (AREA CODE: 423)</th>
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<tbody>
<tr>
<td>Economics* MA G 3 X</td>
<td>GMAT may be substituted for GRE. Evaluate Feb 1 for Fall. (974-3303, <a href="mailto:djg@utk.edu">djg@utk.edu</a>)</td>
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<tr>
<td></td>
<td>Admit Fall only. Evaluate Feb 1. Use forms obtained from department. Degree-seeking students only. (974-4843, <a href="mailto:jtrbov@utk.edu">jtrbov@utk.edu</a>)</td>
</tr>
<tr>
<td>Industrial &amp; Organizational Psychology* PHD G 3 X</td>
<td>GMAT may be substituted for GRE. (974-4116, <a href="mailto:request@telstar.bus.utk.edu">request@telstar.bus.utk.edu</a>)</td>
</tr>
<tr>
<td>Management Science* MS G 3 X</td>
<td>Industrial statistics, GMAT may be substituted for GRE. (974-2556, <a href="mailto:mae@utk.edu">mae@utk.edu</a>)</td>
</tr>
<tr>
<td>Statistics* MS G 2 X</td>
<td>College of Communications, Communications*, MS &amp; PHD-advertising, broadcasting, journalism, public relations, PHD only-information sciences, speech communication. Admit Fall only. (974-6651, <a href="mailto:bbradley@utk.edu">bbradley@utk.edu</a>)</td>
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</table>

* Evaluate Mar 15. (974-2216)

Community counseling, rehabilitation counseling, school counseling. Evaluate Feb 1 and Nov 1. (974-5131)

PHD-adult education, counseling psychology, cultural studies in education, early childhood special education, educational administration and supervision,higher education, elementary education, English/foreign language/ESL education, exercise science, instructional technology/curriculum, literacy studies, reading/language arts, mathematics/science/social science education, rehabilitation/special education, research/assessment/evaluation, school psychology. (974-0907)

** MS Track 1 (those who are already licensed)—art education, curriculum, assessment, & instruction, education of the deaf, hard of hearing, elementary education, English education, foreign language/ESL education, instructional technology, mathematics education, modified & comprehensive special education, reading education, science education, social foundations, social science education, special education: early childhood. MS Track 2 (those who are seeking initial licensure)—art education, education of the deaf, hard of hearing, elementary education, modified & comprehensive special education, secondary teaching, special education: early childhood, EDS & EDD-curriculum, assessment, instruction, elementary education, instructional technology, mathematics education, reading education, science education, social science education. EDS only—educational administration & supervision, English education, foreign language/ESL education, school counseling, school psychology. EDD only—educational psychology, collaborative learning, English/foreign language/ESL education, leadership for teaching and learning, leadership studies. (974-0907)

Adult education, individual & collaborative learning. (974-8145)

Exercise science, sport management. (974-1272)

Educational administration & supervision. Evaluate May 1. (974-2216)

** MS & PHD-aeroacoustics, aerodynamics & performance, energy conversion & utilization, flight & aerospace mechanics, gasdynamics, heat transfer & fluid mechanics, propulsion, space engineering, structures & stress analysis, thermodynamics. (974-5115)

** MS & PHD-advanced control systems, chemical bioengineering, chemical engineering, polymer science & engineering. Evaluate Feb 1 for financial aid. Qualified applicants are encouraged to apply directly to the PhD program. PhD applicants receive financial aid preference. (974-2421, cheinfo@utk.edu)

** MS & PHD-construction engineering, environmental engineering, geotechnical/materials engineering, public works engineering, structural engineering, transportation engineering. (974-2503)

** PHD-circuit theory, communication theory, computers, control systems, electro-optics, electromagnetic theory, plasma engineering, power electronics, power systems, solid-state electronics. (974-3461, pti@utk.edu)
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<td>Engineering Science</td>
<td>MS</td>
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<td>X</td>
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<td>MS &amp; PhD-biomedical engineering, computational mechanics, fluid mechanics, industrial engineering, mechanics of composite materials, optical engineering (UTSI only), solid mechanics. (974-8375, <a href="mailto:boulet@utk.edu">boulet@utk.edu</a>)</td>
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<tr>
<td>Environmental Engineering*</td>
<td>MS</td>
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<td>Water quality, water resources, air quality, environmental risk assessment, mixed waste management, waste management. See Civil Engineering for PhD. (974-2503)</td>
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<tr>
<td>Industrial Engineering*</td>
<td>MS</td>
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<td>Industrial engineering, engineering management, manufacturing systems. Dual M.S.-MBA program available. See Engineering Sciences for PhD. (974-3333, <a href="mailto:bodie@utk.edu">bodie@utk.edu</a>)</td>
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<tr>
<td>Mechanical Engineering*</td>
<td>MS</td>
<td>G**</td>
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<td>X</td>
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<td>MS &amp; PhD-dynamics, control &amp; robotics, energy conversion &amp; utilization, gasdynamics, heat transfer &amp; fluid mechanics, machine design, power generation, propulsion, aerospace engineering, stress analysis, thermodynamics. (974-5115)</td>
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<tr>
<td>Metallurgical Engineering*</td>
<td>MS</td>
<td>G**</td>
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<td>MS &amp; PhD-corrosion behavior, failure analysis, materials processing, mechanical &amp; physical behavior of materials, physical metallurgy, welding metallurgy &amp; materials joining. (974-5336, <a href="mailto:spruisel@utk.edu">spruisel@utk.edu</a>)</td>
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<tr>
<td>Nuclear Engineering*</td>
<td>MS</td>
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<td>MS-radiological engineering. (974-2525, <a href="mailto:utne@utk.edu">utne@utk.edu</a>)</td>
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<tr>
<td>Polymer Engineering*</td>
<td>MS</td>
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<td>3</td>
<td>X</td>
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<td></td>
<td>MS &amp; PhD-composite materials; mechanical, physical &amp; chemical behavior of polymers; polymer morphology; rheology &amp; polymer processing. (974-5336, <a href="mailto:spruisel@utk.edu">spruisel@utk.edu</a>)</td>
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**College of Human Ecology**

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<td>Child &amp; Family Studies*</td>
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<td>G</td>
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<td>Track 1-child development, family studies. Track 2-child development. Evaluate Feb 1, June 1 and Nov 1. (974-4582, <a href="mailto:sbenn@utk.edu">sbenn@utk.edu</a>)</td>
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<tr>
<td>Health Promotion &amp; Health Education</td>
<td>MS</td>
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<td>Evaluate Feb 1, April 1 and Sept 1. (974-5041)</td>
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<td>Human Ecology*</td>
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<td>Child development, community health, family studies, human resource development, nutrition science, retail &amp; consumer sciences, textile science. Evaluate Feb 1, June 1 and Nov 1. (974-5224, <a href="mailto:jmoran@utk.edu">jmoran@utk.edu</a>)</td>
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<td>Human Resource Development</td>
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<td>Training and development, teacher licensure. Evaluate Feb 1, June 1, and Nov 1. (974-2574, <a href="mailto:hrd@utk.edu">hrd@utk.edu</a>)</td>
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<td>Nutrition*</td>
<td>MS</td>
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<td>Nutrition science, public health nutrition. Evaluate Feb 1, May 1 and Oct 1. Dual MS-MPH program available. (974-5445, <a href="mailto:cyatesl@utk.edu">cyatesl@utk.edu</a>)</td>
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<td>Public Health*</td>
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<td>Community health education, gerontology, health planning/administration. Admit Summer and Fall only. Fall deadline - Apr 1, Summer deadline - Feb 1. Dual MS-MPH program available. (974-6674)</td>
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<td>Recreation, Tourism, &amp; Hospitality Management</td>
<td>MS</td>
<td>G</td>
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<td>Hospitality management, recreation administration therapeutic recreation, tourism. (974-6645, <a href="mailto:smithgb@utk.edu">smithgb@utk.edu</a>) (974-5042)</td>
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<td>Safety Education &amp; Service</td>
<td>MS</td>
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<td>Retail and consumer sciences, textile science. Evaluate Mar 1 - Fall and Summer, Nov 1 - Spring. (974-6645, <a href="mailto:smithgb@utk.edu">smithgb@utk.edu</a>)</td>
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<td>Textiles, Retailing &amp; Consumer Sciences*</td>
<td>MS</td>
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**College of Law**

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<td>Law*</td>
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<td>Advocacy &amp; dispute resolution, business transactions. Contact College of Law for Bulletin. Dual JD-MBA and JD-MPA programs available. (974-4131)</td>
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**College of Nursing**

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<td>MSN-adult health nursing, family nurse practitioner, mental health nursing, nursing administration, nursing of women and children. Evaluate Oct 1 and Feb 1. (MSN-974-7565, Student Services) (974-7561, <a href="mailto:sthomas@utk.edu">sthomas@utk.edu</a>)</td>
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**College of Social Work**

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<td>MSSW-clinical social work practice, management &amp; community practice. Programs offered in Knoxville, Memphis and Nashville. Evaluate Mar 1. (MSSW-974-6997, <a href="mailto:snash@utk.edu">snash@utk.edu</a>) (974-6481, <a href="mailto:agadicis@utk.edu">agadicis@utk.edu</a>)</td>
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<th>CONCENTRATIONS AVAILABLE/ EVALUATION DATES/PHONE (AREA CODE: 423)</th>
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<td>Contact College of Veterinary Medicine for application. (974-7263, <a href="mailto:jbrace@utk.edu">jbrace@utk.edu</a>)</td>
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<tr>
<td>Veterinary Medicine*</td>
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<td><strong>School of Biomedical Science</strong></td>
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<td>PHD-biochemistry; biophysics; cellular, developmental &amp; mammalian biology; genetics; radiation biology (574-1227, <a href="mailto:roppp@utk.edu">roppp@utk.edu</a>)</td>
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<td>Biomedical Sciences*</td>
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<tr>
<td><strong>School of Information Sciences</strong></td>
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<td>Distance education available in TN and VA. Evaluate July 1, Dec 1 and Apr 1. See College of Communications for PHD. (974-2148, <a href="mailto:hoemann@utk.edu">hoemann@utk.edu</a>)</td>
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<tr>
<td>Information Sciences*</td>
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<tr>
<td><strong>Intercollegiate</strong></td>
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<td>Only offered at UT Space Institute, Tullahoma, Tennessee. Evaluate Apr 15 - Summer, Jul 1 - Fall, Nov 15 - Spring. Will accept early applications. (974-5576, <a href="mailto:potgieter@utk.edu">potgieter@utk.edu</a>)</td>
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<td>Aviation Systems*</td>
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<td>Comparative &amp; Experimental Medicine*</td>
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* Contact academic program for specific requirements.

Foreign or computer language.

International applicants only.

American applicants only.

* Non-degree 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.

G GRE General Test.

S GRE Subject Test.
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 3.0 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 on a 4-point scale or equivalent on all graduate work. Many programs require a higher average. Applicants with work experience or who are entering graduate school after a number of years away from an educational institution, usually 5 years, will be given consideration with greater flexibility relative to GPA. An international student graduating from a U.S. institution must meet the same requirements as those for domestic students.

An applicant whose GPA falls between 2.5 and 2.7 may be admitted on probation, upon recommendation of the academic unit. The probationary status will be removed after completion of nine or more hours of graduate credit with a minimum GPA of 3.0. Failure to maintain a 3.0 while in this status will result in dismissal from The Graduate School. An international student may not be admitted on probation.

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 the 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 standards.

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 the Graduate Catalog).
2. A $35 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 in front of Graduate Catalog).
   a. Reference letters or rating forms. All program forms should be sent to the college or department.
   b. Scores from the Graduate Record Examination (GRE) or Graduate Management Admission Test (GMAT).
   c. Scores from Test of English as a Foreign Language (TOEFL) if native language is not English (refer to section on English Proficiency).
   d. 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.
   e. 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 any 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 graduate admission tests, 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 in this status, the student must either:

1. apply and be admitted to a specific degree program (see Revision of Admission Classification for procedures);
2. submit a Plan of Study form to the Associate Dean of The Graduate School 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. For non-degree 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 non-degree student who has no declared major, the Associate 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.

TRANSIENT ADMISSION

A student who is 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, the $35 application fee, 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 a 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. 14 on a 20-point scale.
- b. 80.0 from Taiwanese institutions.
- c. 1st Class or Division from Indian institutions.
- d. Upper 2nd Class Honors on various British systems.

If graduating from a U.S. institution, the minimum is the same as that for domestic students (see Admission Requirements). Other grading systems are evaluated, upon receipt of transcripts, in accordance with standard recommendations. Many departments require a higher average than the minimum established by The Graduate School.

International students may apply for admission any semester, but normally enter the summer or fall semester. The Graduate School deadlines for submission of applications are:

- Fall: 1 March
- Spring: 15 July
- Summer: 15 November

The Office of Graduate Admissions and Records must be notified of any change in entering date after admission has been granted.

The following items must be received before admission will be considered:

1. A completed Graduate Application for Admission.
2. A $35 non-refundable processing fee. Payment should be made in United States dollars by a cashier's check, money order, or personal check. If payment is by personal check, it must be drawn on a United States bank to be honored in United States currency. Checks drawn on overseas banks are not accepted. International money orders are suggested.
3. Official or attested university records, with certified translations if the records are not in English (Notarized copies are not accepted).
5. Documented evidence of financial resources sufficient to support the student, as stated on the financial statement form supplied to the applicant. This form is sent to the applicant after receipt of application.
6. Additional departmental/program requirements (refer to Majors and Degree Programs chart in front of Graduate Catalog).
   a. Reference letters or rating forms. All program forms should be sent to the college or department.
   b. Scores from the Graduate Record Examination (GRE) or Graduate Management Admission Test (GMAT). Admission must be granted, and financial documentation and degree certification must be received, prior to issuance of an I-20 or IAP-66 form needed to obtain a visa. The Graduate School will not issue these forms after the following dates:
      - Fall: 15 June
      - Spring: 1 November
      - Summer: 15 March

The University will not enroll any student who has not been approved initially, or for transfer, by the Immigration and Naturalization Services (INS) to attend UT Knoxville. An international student may not enroll as a non-degree student nor on probation.

**English Certification**

Any person whose native language is not English must submit results of the Test of English as a Foreign Language (TOEFL). A minimum score of 550 is required for admission consideration. Some departments require higher scores. The score must be no more than two years old. Applicants who have received a degree from an accredited U.S. institution within the past two years are exempt from the TOEFL requirement.

All students whose native language is not English must take an English proficiency examination after arrival at UTK. Refer to section on English Proficiency.

**Admission of Faculty and Staff Members**

If admissible to 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.

**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.

Courses numbered at the 500 level, as well as those 400-level courses approved for graduate credit, must be taught by faculty members who (1) meet the criteria of an assistant professor or above as defined in the Faculty Handbook and (2) have been designated by the department head as being appropriate. Graduate teaching associates are ineligible to teach courses approved for graduate credit. Consistent with the accreditation requirements of the Southern Association of Colleges and Schools (SACS) that graduate curricula must be different from undergraduate curricula, classes at the 400-level in which both graduate and undergraduate students are enrolled must be structured so as to reflect this distinction. That is, course requirements for graduate credit will be more rigorous and thus will exceed expectations for undergraduates. Graduate and undergraduate completion of the same course will not be considered equivalent, and therefore petitions for retroactive changing of undergraduate to graduate credit will not be accepted.

Courses at the 600 level are taught by faculty who have been approved by the
Associate Vice Chancellor and Dean of The Graduate School to do so. Criteria for eligibility to teach at the 600 level are available from The Graduate School.

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 Associate 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.-M.B.A. 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 for more of law courses for the supporting area via the arrangement described under Business Administration.

Senior or Disabled Citizens

Legislation gives Tennessee citizens who are 60 years of age or older, 30-year state retirees, 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 65 or over, or who are totally disabled, and who desire to receive UC 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, (423) 974-5361 or 1-800-676-8657.

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 paying regular fees also are entitled to audit courses.

The names of all auditors properly registered will appear on the intermediate class rolls, but will be removed from the final grade report. No record of audited coursework will appear on the permanent record.

Persons may not attend class without being properly admitted to the University and registered in the class.

Short Courses and Workshops

The University offers a wide variety of short courses and workshops for graduate credit. Minimum criteria acceptable for such credit are as follows:

1. The number of contact hours should never be fewer than the equivalent of one hour per week during the term for each hour of credit awarded, i.e., 15 hours per semester hour.
2. For every contact hour, there should be at least two hours of student preparation.
3. For each hour of graduate credit under the semester system, there should be a minimum elapsed time of one week.

The workload in a short course of several weeks' duration need not be distributed evenly. However, substantive and meaningful interaction between the faculty member and student should be maintained throughout. Graduate credit should not be awarded for courses considered inappropriate as part of a graduate degree program.

The Curriculum Committee of the Graduate Council monitors the policy. Each course or change in a current course must be approved in both content and format.

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 approval by 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

Applicants 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 Non-Native Speakers (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 course work while enrolled in English 121. Students whose scores indicate that they are not prepared to enter English 121 will be referred to a program of intensive English study prior to enrolling in an academic program. Applicants 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 assistanships. The SPEAK Test is administered on campus by The Graduate School. 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. This major professor and the student together select a graduate committee. The student is expected to maintain close consultation with the major professor and other members of the graduate committee with regard to progress in the program. Other responsibilities of the advisor/major professor are explained under individual programs.

Departmental Liaison

To assist graduate students in other majors, one faculty member in each academic department has been designated as a liaison. The liaison is identified in the list of faculty under each department. 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 each term. Registration is accomplished via telephone. During priority registration, a schedule and bill is mailed to the registrant. Payment is due by the deadline noted on the bill. A graduated late fee is assessed to any student who fails to register during priority registration. Additional information can be obtained from Computer Assisted Registration Services Office, (423) 974-2223.

Failure to pay tuition and fees before the deadline, as noted each semester on the schedule/bill, will result in cancellation of the schedule. Retroactive registration is not allowed.

Non-degree 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

Applicants who appear 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. Students who fail 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 credit. Non-thesis students or those who have not begun research, but who have completed all coursework requirements, must register for course 502.

Course Description

Each course listed 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 courses available for graduate credit only if listed in the Graduate Catalog. To receive graduate credit for these, a student must so request at registration.

The official course title appears following the course number. Numbers in parentheses following the course number 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.

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

Some courses may be repeated for a maximum number of hours allowable toward a degree program. This number is stated for each repeatable course with the exception of Thesis 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/N Only” implies 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-Alternate years
J-Summer

These codes are indicated only for Knoxville campus classes and are subject to change without notice. The Timetable of Classes, published prior to registration for each semester, is the official notification of courses offered for a given semester. Students should contact the appropriate department/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 Student 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 accessing the telephone registration system. The student must affirm that the advisor has granted approval of the change. If additional permission is necessary, a student must execute a change of registration, in person, at the Registration Services Office. The instructor’s signature is required to add a course, if the course is closed and/or after the
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 from one term to 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. 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 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 or fewer credits will be considered full time. Refer to the Policy for the Administration of Graduate Assistantships for additional information.

Students receiving financial aid should consult with the department/program head concerning appropriate course loads. Courses audited do not count toward minimum graduate 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), superior performance.
B+ (3.5 quality points per semester hour), better than satisfactory performance.
B (3 quality points per semester hour), satisfactory performance.
C+ (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.
D (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. All incompletes must be removed within one semester, excluding the summer term. If a supplementary grade report has not been received in the Office of Graduate Admissions and Records at the end of the semester, the I will be changed to an F. The course will not be counted in the cumulative grade-point average until a final grade is assigned. No student may graduate with an I on the record.
S/N/C (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/N/C is allowed only where indicated in the course description in the Graduate Catalog. The number of S/N/C courses in a student's program is limited to one-fourth of the total credit hours required.
P/N (carries credit hours, but no quality points), P 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 an examination to raise a final grade. A change of grade may occur only in cases of arithmetic or clerical error and must have approval of The Graduate School. An instructor may not initiate a change of grade as a result of a reevaluation of the quality of the student's performance nor as a result of additional work performed by the student.

Refer to Law Courses under Registration and Enrollment Requirements and Law under Fields of Instruction for Law grading system.

Academic Standards

Graduate education requires continuous evaluation of the student. This includes not only periodic objective evaluation, such as the cumulative grade-point average, performance on comprehensive examinations and acceptence of the thesis or dissertation, but also judgements by the faculty of the student's 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.

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 may 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 at The Graduate School if the student's semester GPA falls below a 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 a 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 adherence 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 nor receive any inappropriate assistance in academic work; thus affirming my own personal commitment to honor and integrity.

Webster's Ninth New Collegiate Dictionary (1963) 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 Graduate Council Appeal Procedure can be obtained at the Office of Graduate Admissions and Records. Normally, grievances should be handled at the departmental level through the student's academic advisor or the department or program head. Further appeal may be made to the dean of the respective college, the Dean of Graduate School, the Graduate Council, the Chancellor, and ultimately to the President of the University.

The Graduate Council hears appeals concerning the interpretation of and adherence to university, college and department policies and procedures as they apply to graduate education. The Council does not review grievances concerning grades, which are reviewed at the department or college level. Grades are appealed first to the faculty member and then, if necessary, to the department head and dean of the college.

Appeal procedures in regard to allegations of misconduct or academic dishonesty are presented in Hilltoppers under "Student Rights and Responsibilities." Students with grievances related to race, sex, color, religion, national origin, age, disability or veteran status should file a formal complaint with the Office of Diversity Resources and Educational Services (DRES).

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. Departmental policies and procedures, which are specific to degree programs and exceed those in the Graduate Catalog, are provided in the Graduate Student Handbook available in each academic department.

Handbook.

Degree Program Requirements

The following are the Graduate School's minimum requirements for degree programs. Refer to the Field 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 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. Differs 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.

Three interdisciplinary minors are available: in Statistics (Business Administration) and in Gerontology (Human Ecology) at both the master's and doctoral levels, and in Environmental Policy (Economics) at the master's level only. 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. When 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 a part of a graduate program in which the student had a B average.
4. not have been used for a previous degree.
5. be approved by the student's graduate committee and by 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.

Masters' 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 the 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 most recent 30 hours taken for the degree must have been completed within the six-year period prior to the 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 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 endorsement by the Department Head and 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 is involved in classified or proprietary research, and such research is intended to lead toward a thesis or dissertation, prior approval should be secured from the Department Head and Dean, and from the Associate Vice Chancellor and Dean of The Graduate School. Should the research become 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 rejection of a thesis or dissertation manuscript.

**Master's Degrees**

The master's degree is evidence of successful completion of a body of coursework, advanced understanding, and the ability to apply knowledge within a major field. As part of a master's degree, and in addition to a final comprehensive examination, a culminating (capstone) experience is expected. Examples of culminating experiences include an advanced seminar, exhibit, independent project, integrated case study or simulation, internship, practicum, recital or thesis. Through this experience, the student will demonstrate skills associated with the program, such as applied performance, critical analysis, organization and writing.

Master's degree programs are available with thesis and non-thesis options. These programs require 30 or more graduate hours of coursework. In addition to the M.A. and M.S. degrees, other degrees are offered, including the MBA and the M.S.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, 8 semester hours 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 no 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 may 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 have fulfilled 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 comprised of the major professor and at least two other faculty members, all 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 satisfactory 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.

The application for the master's degree is made as soon as possible after the student has completed all prerequisite courses and nine hours of graduate coursework with a 3.0 average or higher in all graduate work. The Admission to Candidacy form must be signed by the student's committee and list all courses to be used for the degree, including transfer coursework. The student must submit this form to the Office of Graduate Admissions and Records no later than commencement day of the semester preceding 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 Guide to the Preparation of Theses and Dissertations (8th 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 the thesis represents the final copy of the thesis and have judged it to be satisfactory.

**FINIAL EXAMINATION FOR THESIS AND PROBLEMS IN LIEU OF THESIS**

A candidate presenting a thesis or problems must pass a final comprehensive oral (or oral and written) examination on all work offered for the degree. The examination, which is concerned with coursework and the thesis or problems, measures the candidate's ability to integrate material in the major and related fields, including the work presented in the thesis or problems. The final draft of the thesis must be distributed to all committee members at least two weeks prior to the date of the final examination. With prior approval from The Graduate School, the examination must be given in University-approved facilities. This examination must be scheduled through the Office of Graduate Admissions and Records at least one week prior to the examination. Final examinations not properly scheduled must be repeated. This examination must be held at least two weeks before the final date for acceptance and approval of thesis by The Graduate School. The major professor must submit the results of the defense by the thesis deadline. In case of failure, the candidate may not apply for reexamination until the following semester. The result of the second examination is final.

**FINAL EXAMINATION FOR NON-THESIS STUDENTS**

Each non-thesis student 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. Students taking the final examination but not otherwise using University facilities may pay a fee of $150 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 after review 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 a major in 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 academic units offering the degree.

COURSE REQUIREMENTS

The student's program involves a minimum of four semesters of study totaling not fewer than 60 semester hours of graduate credit beyond the baccalaureate degree. A minimum of 6 hours is required outside the major academic unit 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 credits 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 another institution to an Ed.S. program (refer to section on Transfer Credits). Courses numbered at the 400 level required for certification through UT Knoxville may not be taken for graduate credit and used as coursework in the major. At least one-half of the last 30 semester hours of work, exclusive of thesis courses, must be in 500- or 600-level courses.

ED.S.COMMITTEE

A committee of at least three faculty members is assigned to each student. A minimum of two members of this committee must represent the unit or major area. Its responsibilities include formulating the student's program of coursework, supervising progress, recommending admission to candidacy, directing research, and coordinating the qualifying and final examinations.

RESIDENCE REQUIREMENTS

Residence is defined as full-time registration for a given semester on the campus where the program is located. The summer term is included in this period. During residence, it is expected that the student will be engaged in full-time on campus study toward a graduate degree.

For the Ed.S. degree, one semester of residence is required if the student has a master's degree; two consecutive semesters of residence if the student lacks a master's degree.

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.

The Admission to Candidacy form must be signed by the student's committee and list all courses to be used for the degree, including transfer coursework. This form is submitted to the Office of Graduate Admissions and Records before the student has completed 15 hours of coursework in the Ed.S. program. A qualifying examination may be required for admission to candidacy if the student has a master's degree earned six years or more prior to admission to the program. This examination may be written and/or oral.

RESEARCH REQUIREMENTS

See the program descriptions of individual units for listings of thesis, problems in lieu of thesis, and non-thesis options. Some units offer only a thesis program.

1. In the non-thesis program, a candidate will study research methods and findings and develop the skills needed in adapting them to professional needs as defined by the major department.

2. In the thesis program, or problems in lieu of thesis, 6 hours of research credit (518 or 503) must be earned in preparation of an acceptable piece of work. The student must continue to register for thesis or problems while working on the project, including the semester it is accepted by The Graduate School. The thesis must be prepared according to instructions in the UT Knoxville Guide to the Preparation of Theses and Dissertations (6th ed.), approved by the student's committee prior to submission to The Graduate School for final approval and acceptance.

FINALEXAMINATION

A candidate presenting a thesis, or problems in lieu of thesis, must pass an oral examination covering the student's research and program of study. A non-thesis student must pass a final written, or written and oral examination, on all work offered for the degree. The examination is not merely a test over coursework, but a demonstration of the candidate's ability to integrate materials in the major and related fields. Each examination must be scheduled through the Office of Graduate Admissions and Records before the deadline and will be conducted in University-approved facilities by the student's committee. Final examinations not properly scheduled must be repeated. In case of failure, the candidate may not be reexamined until the following semester. The result of the second examination is final.

TIME LIMIT

Candidates have six calendar years from the time of entry into the last 30 hours of their degree programs to complete the Ed.S. degree.

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 Programs chart. 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 baccalaureate 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 last 24 hours, or 30 of the last 48 hours, must be graded A-F. A minimum of 6 semester hours of the student's 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 section on Transfer Credits.

DOCTORAL COMMITTEE

The major professor directs the student's dissertation research and chairs the dissertation committee. The student and the 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 an academic unit 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.

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 in the terms 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 written and/or oral qualifying examination may be given near the end of the student's first year in the doctoral program. Qualifying examinations are designed to test the student's progress, general knowledge of fundamentals of the field, and fitness to continue with the more specialized aspects of the doctoral program.

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 at 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 and must be conducted in University-approved facilities. 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 term is included in this period. During residence, it is expected that the student will be engaged in full-time on-campus study toward a graduate degree.

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 prepared 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 the ability to do acceptable graduate work and that satisfactory 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 filling the admission to candidacy form, which lists all courses to be used for the degree, including courses taken at UT Knoxville or 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.

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.

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 course 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, 8th 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. Microfilm Agreement form, Survey of Earned Doctorates, and Abstract form 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 Degrees and Specialist in Education Degree

### PROCEDURES

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<tr>
<th>PROCEDURE</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 and Major Department</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>Submission of application for diploma</td>
<td>Office of Graduate Admissions and Records</td>
<td>At beginning of term of graduation*</td>
</tr>
<tr>
<td>Payment of graduation fee</td>
<td>Bursar's Office</td>
<td>At beginning of term of graduation*</td>
</tr>
<tr>
<td>Scheduling of Final Examination</td>
<td>Student, Committee 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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<td>Submission of application for diploma</td>
<td>Office of Graduate Admissions and Records</td>
<td>At beginning of term of graduation*</td>
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<tr>
<td>Payment of graduation fee</td>
<td>Bursar's Office</td>
<td>At beginning of term of graduation*</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, Committee 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</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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</table>

*Deadline dates are printed in the Graduate School News each semester, in addition to a separate publication of Deadline Dates for Graduation and available on the Graduate School Web Page (http://funnelweb.utk.edu/~gsinfo).
## Summary of Procedures for Doctoral Degrees

<table>
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<td>Office of Graduate Admissions and Records and Major Department</td>
<td>Prior to completing 15 hours of graduate courses</td>
</tr>
<tr>
<td>*Appointment of doctoral committee</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>*Comprehensive Examination</td>
<td>Major department</td>
<td>Prior to admission to candidacy</td>
</tr>
<tr>
<td><em>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>
</tr>
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</table>

### GRADUATION REQUIREMENTS

| Submission of application for diploma                                 | Office of Graduate Admissions and Records                                           | At beginning of term of graduation***                               |
| Payment of graduation fee                                             | Bursar's Office                                                                     | At beginning of term of graduation***                               |
| Submission of dissertation to doctoral committee                      | Student                                                                            | At least two weeks prior to Defense of Dissertation Examination     |
| Scheduling of Defense of Dissertation Examination                      | Student, Committee and Office of Graduate Admissions and Records                    | Not later than one week prior to Defense of Dissertation Examination***|
| Defense of Dissertation Examination                                   | Doctoral Committee                                                                  | Not later than four weeks prior to Commencement***                  |
| Approval and acceptance of final copy of dissertation and doctoral forms| Doctoral Committee and The Graduate School                                         | After Defense of Dissertation Examination and not later than two weeks prior to Commencement*** |
| Removal of Incomplete(s)                                              | Instructor of Course                                                               | Not later than one week prior to Commencement***                    |

*The order of these items varies with individual programs.  
**Not required in some programs.  
***Deadline dates are printed in the Graduate School News each semester, in addition to a separate publication of Deadline Dates for Graduation and available on the Graduate School Web Page (http://funnelweb.utcc.utk.edu/~gsinfo).
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 or at Fort Campbell, Kentucky, and (2) desires to attend UT Knoxville 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 last day of regular registration each semester. Forms are available from the Admissions Specialist in the Office of Graduate Admissions and Records.

A student having nothing to appeal a classification should contact the Admissions Specialist, 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 regular registration (the day before classes officially begin) 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 and not otherwise, 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 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 is no longer in the care, custody and control of his or her parent.
(5) "Parent" shall mean a person's father or mother. If there is a non-parental guardian or legal custodian of an emancipated person, then "parent" shall mean such guardian or legal custodian; provided, that there are not circumstances indicating that such guardianship or custodianship was created primarily for the purpose of conferring the status of an in-state student on such an 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 such 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 session or other such inter- sessions beyond the normal academic year in order that his or her enrollment be deemed "continuous." Enrollment shall be deemed continuous notwithstanding lapses in enrollment occasioned solely by the scheduling of the commencement and 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. Unemancipated students of divorced parents shall be classified "in-state" when one parent, regardless of custodial status, is domiciled in Tennessee.

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 shall be continuous. (2) An emancipated student whose parent is not domiciled in this State but is a member of the armed forces and 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, shall not be required to pay out-of-state tuition if his or her parent thereafter is transferred on military orders.
(3) A person whose domicile is in a county which is adjacent to Montgomery County, or whose place of residence is within thirty (30) miles of Austin Peay State University, shall be classified out-of-state but shall not be required to pay out-of-state tuition at Austin Peay State University. Provided, however, that there be no teacher college or normal school within the non-resident's own state, of equal distance to said non-resident's bona fide place of residence.
(4) 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. This shall apply to part-time students who are employed in the State by more than one employer, resulting in the equivalent of full-time employment.
(5) 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.
(6) A person who is domiciled in the Kentucky counties of Fulton, Hickman, or Graves shall be classified out-of-state and shall not be required to pay out-of-state tuition at The University of Kentucky or any public or private higher educational institution in the State which qualified for admission. This exemption is on condition that a student toward whom the University of Kentucky extended the privilege to enroll at that institution without payment of out-of-state tuition.
(7) A dependent child not domiciled in Tennessee but who qualifies and is selected to receive a scholarship under the Dependent Children Scholarship Act (T.C.A. 45-4-704) because his or her parent is a law enforcement officer, fireman, or emergency medical service technician who was killed or totally and permanently disabled while performing duties within the scope of employment, shall be classified out-of-state but shall not be required to pay out-of-state tuition.
(8) The spouse of a student classified as "in-state" shall also be classified "in-state." (9) Students not domiciled in Tennessee but who are selected to participate in specified institutional undergraduate Honors Programs shall be classified out-of-state but shall not be required to pay out-of-state tuition.
(10) A person whose domicile is in Mississippi County, Arkansas, or either Rutland County or Permico County, Missouri, and who is admitted to Dyersburg State Community College, shall be classified out-of-state but shall not be required to pay out-of-state tuition.
(11) A person who is not domiciled in Tennessee, but has a bona fide place of residence in a county which is adjacent to the Tennessee state line and which is also within a 30 mile radius (as determined by the THEC) of a city containing a two-year TBR institution and who is admitted to a two-year TBR institution, shall be classified out-of-state but shall not be required to pay out-of-state tuition. The two-year institution may admit only 25 percent (3%) of the full-time equivalent attendance of the institution without out-of-state tuition. (THEC may adjust the number of the non-residents admitted pursuant to this section every three (3) years.

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 in 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 quarter or 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 due 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 must confirm their attendance by 1) making the minimum payment, or 2) signing the Confirmation of Attendance Form if no fees are due by the student. The schedule of fees will be cancelled if one of the above is not accomplished each term or on before the published due date. This includes graduate assistants, teaching assistants, teaching associates, research assistants, staff, and others whose fees may be billed, prepaid, or waived. Late registration fees are applicable to students who register during Final Registration.

No student is authorized to attend classes who has not registered and satisfied his/her payment of fees.

The University is authorized by statute to withhold diplomas, grades, transcripts, and registration privileges from any student until all debts and obligations owed to the University are satisfied.

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

APPLICATION FEE ........................................ $35

Each graduate application for admission must be accompanied by a non-refundable fee of $35 before it will be processed (fee not required if: (1) former UT Knoxville graduate student; (2) paid to UT Knoxville Graduate School within the previous 12 months; or (3) paid and attended graduate school within UT System).

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

VOLXPress
VOLXpress is The University of Tennessee's centralized accounting system that allows students to pay all of their fees and charges with one check by mail. Through VOLXpress, students are mailed statements that include their class schedule, drop/add activity, current tuition and fees, fee waiver information, fines and past-due amounts, pending financial aid that can be credited toward their accounts, any excess funds from scholarships and/or loans, and choices about how to receive them.

VOLXpress is a convenient method for students to take care of business from home. Students who register and pay early will receive the greatest benefit if the payment deadlines are observed.

Each student must submit any change of billing address to the Enrollment Data Services Office to ensure timely receipt of a VOLXpress statement. Each Timetable of Classes lists the dates of registration and when and if statements will be mailed.

IN-STATE FEES

<table>
<thead>
<tr>
<th>Fall 1997</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>MAINTENANCE FEE</td>
<td>Full Time (9 hours or more)</td>
</tr>
<tr>
<td>Per Semester</td>
<td>$3,672</td>
</tr>
<tr>
<td>Part Time (8 hours or less)</td>
<td>$150 per credit (or audit) hour or fraction thereof; minimum charge $150.</td>
</tr>
</tbody>
</table>

OUT-OF-STATE FEES

<table>
<thead>
<tr>
<th>Fall 1997</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>MAINTENANCE FEE AND TUITION</td>
<td>Full Time (9 hours or more)</td>
</tr>
<tr>
<td>Per Semester</td>
<td>$100</td>
</tr>
<tr>
<td>Part Time (8 hours or less)</td>
<td>$408 per credit (or audit) hour or fraction thereof; minimum charge $408.</td>
</tr>
</tbody>
</table>

All students both in- and out-of-state are required to pay the established maintenance fee. Tuition is required of all students who are classified as non-residents for fee assessment purposes.

UNIVERSITY PROGRAMS AND SERVICES FEE

<table>
<thead>
<tr>
<th>Fall 1997</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Time (9 hours or more)</td>
<td>$140</td>
</tr>
<tr>
<td>Per Semester</td>
<td>$84</td>
</tr>
<tr>
<td>Part Time (8 hours or less) per credit (or audit hour)</td>
<td>$9</td>
</tr>
<tr>
<td>Per Semester</td>
<td>$6</td>
</tr>
<tr>
<td>Per Summer Term</td>
<td>$6</td>
</tr>
</tbody>
</table>

Note: The Programs and Services Fee is non-refundable.

The purpose of the University Programs and Services Fee is to provide non-instructional facilities and programs of an educational, cultural, social, recreational, and service nature for UT 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 eight semester hours per term are assessed a Programs and Services fee of $140. Part-time students taking fewer than nine semester hours will be assessed at the rate of $9 per semester hour or fraction thereof.

Graduate, teaching, and research assistants, teaching associates, and fellowship students, when they 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 5-3 hours may elect to pay the full programs and services fee or may elect to pay the student health fee ($42 for fall and spring, $33 for summer) plus the appropriate part-time programs and services fee up to the maximum of $140.

Knoxville campus students taking 5-3 hours may elect to pay the student health fee ($42 for fall and spring, $33 for summer), plus the appropriate part-time programs and services fee.

TECHNOLOGY FEE

Full Time (9 hours or more) .................................. $100
Part Time (8 hours or less) per credit (or audit) hour .................................. $12

The purpose of the Technology Fee is to provide all students with improved access to the technological infrastructure, resources, and services at UTK.

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 Technology Fee.

The Technology Fee is mandatory and may be refunded on the same percentage scale as maintenance and tuition charges.

MUSIC FEE

One half-hour lesson per week per lesson per week .................................. $60
One hour lesson per week per course per semester .................................. $120

Payable by students receiving individual instruction in music.

MISCELLANEOUS FEES

Academic areas, such as Art, Chemistry, Bowling and Golf, charge fees per specific courses sections. Refunds on these fees are determined by the department or on the same percentage as maintenance and tuition.

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.

**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.

**DEFERRED PAYMENT PLAN SERVICE FEE**

$10 (See Tuition Payment Plans)

The Deferred Payment Fee is assessed when payment of any part of a student's account is deferred, including accounts which must be billed to outside agencies. It is the student's responsibility to pay all obligations promptly.

**PRIORITY REGISTRATION**

For a priority registered student, payment or a Confirmation of Attendance Form is due by the published due date, whether or not the student has received a statement; or the student's schedule will be cancelled. The due date is published in the Timetable available from the Registration Services Office.

**FINAL REGISTRATION LATE FEE**

For a student who registers during Final Registration (including those who were cancelled during priority registration), payment of fees or a Confirmation of Attendance Form must be submitted to one of the Bursar's Office locations by the Final Registration due date. This due date will be published in the Timetable available from the Registration Services Office. The Final Registration Late Fee is non-refundable.

Students who register during Final Registration will be assessed a late fee based on the following:

- Beginning of Final Registration through 1st full week of classes: $20
- 2nd week of classes: $40
- 3rd week of classes: $60
- 4th week of classes: $80
- After 4th week of classes: $100

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

**REFUNDS**

Refunds are defined as the portion of maintenance and/or tuition and University housing/meal charges due as a rebate when a student withdraws or drops a portion of class hours. Refunds are also processed as a rebate on some fines/penalties paid such as parking fines, library fines, etc. Once a refund is determined to be appropriate, all amounts will be applied toward other outstanding fees/fines owed to the University at the time the refund is issued, including outstanding fees due on the Deferred Payment Plan. Any remaining refund balance will be mailed to the student's billing address.

Refund/Charge of Fees for Withdrawal (drop all classes)

After payment of fees and/or a Confirmation of Attendance Form has been submitted by the student, withdrawal for the semester must be by official notification to the Graduate Admissions and Records Office. Failure to attend class does not automatically result in refund or drop a student from the University class. The effective date of withdrawal is the date the Office of Graduate Admissions and Records is notified by completion of the official withdrawal request form. The appropriate percentage of fees (maintenance and tuition and technology fees only) will be charged unless this action is completed by the close of the day before the first official day of classes for the semester. Failure to notify the Graduate Admissions and Records Office promptly when withdrawing could result in a larger fee assessment. Withdrawals and fee changes should be made before the drop deadline. All charges and refunds will be made to the nearest even dollar.

**Financial Aid Withdrawals/Repayments**

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

Refunds and repayments to the Title IV programs are determined according to the formula published in the current "Federal Student Financial Aid Handbook." The Financial Aid 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.

For first-time students who withdraw on or before the 60% point in time of the enrollment period for which they were charged, the school must calculate a statutory prorata refund and compare this amount to the refund amount from the state and accrediting agency policies (if any) to determine the largest available refund to the student. If both the state and the accrediting agency policies do not exist or are not applicable, the student's refund is the prorata refund amount.

For continuing students who withdraw on or before the 60% point of the enrollment period or first-time students who withdraw after the 60% point of the enrollment, the school must calculate the student's refund amounts using the applicable state and accrediting agency policies (if any), compare the resulting refunds, and use the calculation...
that provides the largest refund. If the state and accrediting agency policies do not exist or are not applicable, the school must calculate the refund under the Federal Refund Policy and the school’s policy (if any) and provide the largest refund.

Refund/Charge of Fees for Dropped Courses (continue with a reduced course load)

Students pay fees computed at the appropriate semester-hour rate as indicated in the fee section. No charge is made for courses dropped during the first 8 business days following the day before the first official semester class begins. An 80% refund/20% charge is made for courses dropped between 9 and 10 business days following the day before the first class begins. A 60% refund/40% charge is made for courses dropped between 11 and 15 business days. A 40% refund/60% charge is made for courses dropped between 16 and 20 business days. A 100 percent charge is made for courses dropped after 20 days.

Students who drop courses and continue with a reduced load or 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 or the date the drop was entered on the Registration System. Any refund due for dropped courses will be made after the drop deadline.

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 previously mentioned. 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 withdrawal and dropped courses for the summer semester is based on the length of the term for the course(s) dropped. Percentages of refunds is based on the date of withdrawal/drop. See Timetable of Classes for specific dates.

WAIVER OF FEES

Graduate assistants, teaching assistants and associated research assistants, staff, and others whose fees are billed, prepaid, waived, or partially waived confirm their attendance by making payment or signing a Confirmation of Attendance Form by the due date as published in the Timetable of Classes or the schedule will be cancelled. 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 UT 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 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. Except 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

The VolCard is issued to a new student after admission at the appropriate University level or anytime during the year to all students. The VolCard is used in nearly all aspects of campus life to obtain services including meals, vending machines, computers, laundry machines, check cashing, sporting events, cultural attractions, residence halls access, library, recreational facilities and equipment, University Bookstore, and much more. Many students have established debit or charge accounts which are accessed through the use of the VolCard ID.

These cards are non-transferable and may not be duplicated. The VolCard MUST BE CARRIED AT ALL TIMES FOR PURPOSES OF IDENTIFICATION. Students are responsible for the safekeeping of this card and must immediately report it lost or stolen if the card is lost in their possession.

To obtain a new VolCard or replace a lost or stolen card, report to the VolCard Office, Room 472, S. Stadium Hall (between gates 12 & 13 at Neyland Stadium) on Monday through Friday. There is a minimum charge of $10.00 for replacement of a VolCard.

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. See section on Federal, State and University Policies.

FELLOWSHIPS

The Graduate School administers the Hilton A. Smith Graduate Fellowships, the Herman E. Spivey Graduate Fellowships and The Graduate School Awards. These awards are for full-time study at UT Knoxville, and awards are selected on the basis of academic merit, creative ability and potential for significant career contributions. Candidates from any field of study are invited to apply for the Hilton A. Smith and The Graduate School Awards if they have a 3.7 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 3.7 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. The Graduate School Fellowships 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 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. Eighteen doctoral and twenty-eight 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 member states who seek further information should contact the Admissions Specialist in the Office of Graduate Admissions and Records, 974-3251, or the Southern Regional Educational Board, 592 Tenth Street, N.W., Atlanta, Georgia 30319-5790, tel. (404) 875-9211, FAX (404) 872-1477.

EMPLOYMENT

The Federal Work Study Program which provides part-time off- and on-campus jobs for U.S. citizens or permanent residents who have demonstrated financial need by completing the Free Application for Federal Student Aid
(FAFSA). A wide range of jobs are available in academic units, administrative offices, and non-profit agencies.

**LOANS**

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

Four types of loan programs are administered by the Financial Aid office: 1) Federal Perkins Loan (Student Aid Report, SAR, must be on file); 2) subsidized Federal Stafford Loan (SAR must be on file); 3) unsubsidized Federal Stafford Loan (SAR must be on file); and 4) 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 and certain permanent residents. Additional paperwork is required on subsidized/unsubsidized Stafford loans.

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 if entrance is at mid-year.

All students receiving financial aid are expected to maintain satisfactory academic progress standards to remain eligible to receive aid. In addition, all students receiving federal financial aid must have a social security number. Information on these standards, applications, and additional information are available from the Financial Aid Office, 115 Student Services Building.

**VETERANS BENEFITS**

Veterans, and widowers 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 use 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.

All students receiving federal financial aid must have a social security number.

**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, disability, or veteran status in provision of educational opportunities or employment opportunities and benefits.

UT Knoxville does not discriminate on the basis of sex or disability in its educational programs and activities, pursuant to requirements of Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Public Law 92-318, 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 VI, Title IX, Section 504, and the ADA should be directed to the Office of Diversity Resources and Educational Services (DRES); 115 Student Services Building, The University of Tennessee, Knoxville; Knoxville; Tennessee 37996-3650; or telephone (423) 974-4948 (TTY). Charges of violation of the above policy should also be directed to DRES.

**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 January 1989.

It is the policy of The University of Tennessee to maintain a safe and healthy 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 (800-444-5599). 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 alcoholics
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 serves as an ideal instrument to facilitate the desired transformation. The primary goal of an assistantship, then, is to facilitate progress toward the graduate degree. 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.

DEFINITION

An assistantship is a financial award to a graduate student for part-time work in teaching, administration or research while pursuing study toward an advanced degree. 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, Graduate Teaching Assistants, Graduate Teaching Associates, Graduate Assistants, and Graduate Research Assistants are entitled to a waiver of fees for the period of appointment in accordance with university policy. University fees include a maintenance fee (required of all students), tuition (additional for out-of-state students), a program and services fee, and a technology fee. The waiver of fees for assistantships applies to maintenance and tuition fees only; it does not include the program and services fee or the technology fee. For Graduate Research Assistants the maintenance fee is paid by the granting agency and is in addition to the stipend paid.

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

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

TYPES OF ASSISTANTSHIPS

It is imperative that each department adhere to the UTK Faculty Handbook’s four categories of assistantships. All departmental guidelines should reflect the descriptions provided in the Handbook (1996, p.35):

Graduate Teaching Assistant

Graduate Teaching Assistants work under the direct supervision of regular faculty members and may be assigned only to duties related directly to instruction. These include such activities as assisting in the preparation of lectures, leading discussion sections, conducting laboratory exercises, grading papers and keeping class records. Assistants may not be given primary teaching and/or evaluation responsibilities nor should they be given duties to support faculty research or those basically clerical in nature.

In consultation with the supervisor, the Teaching Assistant works to gain teaching skills and an increased understanding of the discipline.

Graduate Teaching Associate

Graduate Teaching Associates are advanced graduate students who have been given primary responsibility for teaching undergraduate courses, including the assignment of final grades. No other category of graduate assistant may be so charged. Associates may not be assigned primary responsibilities for teaching and student assessment in courses approved for graduate credit.

Associates must have met the Southern Association of Colleges and Schools (SACS) 18-hour requirement.

Graduate Assistant

Graduate Assistants are appointed to perform various types of duties other than those related directly to teaching or research. Most commonly, these duties relate to supervisory or administrative functions of the University.

Graduate Research Assistant

Graduate Research Assistants perform duties in support of University research, which may or may not relate directly to the student’s thesis/dissertation. A student appointed as a GRA works under the direct supervision of his/her major professor. Research assistantships may be financed through funds from gifts, grants, contracts, state appropriations designated for research, or the University’s internally sponsored programs. Department Heads are responsible for assuring that GRAs receive ample opportunities to make continuing progress toward their degrees.

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 hours, 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 plus variations 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 30 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 those appointments above, the normal work time per week will be prorated.

2. A one-half time graduate assistant in each of the four 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 9-13 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 at least six semester hours will be considered full-time.

The student’s academic home unit 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 must also be met.
SACS Requirement
Regulations specifically addressing the 18-hour requirement are excerpted from Section 4.8.4 of the SACS publication, *Criteria for Accreditation*, (Atlanta, 1996, p. 50) 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 4.8.2 [which relate to exceptions] must have earned at least 18 graduate semester hours in their teaching discipline. By direct supervision of a faculty member experienced in the teaching discipline, receive regular in-service training, and be evaluated regularly.

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

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 the 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 Office of Human Resource Management. Exceptions should be noted on the 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 Graduate School. 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 Graduate School to the appropriate department to be used in determining the nature and extent of instructional or other duties assigned to 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 UT, 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 the requirement of 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 certifying such competence, using the appropriate university form (APR FORM 1-89).

RIGHTS/RESPONSIBILITIES OF GRADUATE ASSISTANTS

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 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 outlined in the Graduate Council Appeals Procedure and/or Hiltiopics.

3. Graduate assistants' 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-Pr2-3).

4. Graduate student assistantship appointments (Graduate Assistants, Graduate Teaching Assistants, Graduate Teaching Associates, and 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.

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 Hiltiopics. 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 action should occur. The Dean or the representative of the Dean will discuss the evaluation results with the assistant, as well as review the evaluation form with the assistant and follow-up should be made only on assistant-related work being done but should be preparatory for future employment, thus providing professional growth. In many 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 unrelated 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 (where one exists), 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 supervisor 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 specifically related to a particular job, but may be similar. The Graduate School provides a seminar for Graduate Teaching Assistants and Graduate Teaching Associates who will be teaching at the University of Tennessee, Knoxville. Presented in several formats, this seminar includes attention to the 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. Supervisors of GTAs are responsible for notifying them about departmental and college policies on attendance at these programs.

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 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 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.

Student Services

Black Cultural Center

The Center is the focal point of the University's effort to retain African-American students and to promote awareness and recognition of the accomplishments of African-Americans. The Center fulfills this role through a number of services and programs. These include free tutoring, group study sessions, workshops, a collection of African-American books and magazines, a computer lab, and cultural activities and festivals. Typical of its cross-campus work is sponsorship of Black History Month activities, the Martin Luther King Jr. Celebration, African Heritage Day, and festivals which promote 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 60-80 different companies about their entry level jobs and hiring practices; a nonprofit career fair involving representatives from numerous area nonprofit organizations; 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 UT; a website including valuable links to dozens of other career-related websites; a part-time employment service for students seeking such positions; 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 registration via a web-based resume system. Thousands of interviews are scheduled each year which include approximately 350 companies, government agencies and school systems. Interviews are scheduled on the department's website. Career Services also administers a Credentials Service for doctoral candidates. Setting up a credentials 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. Also thousands of resumes are referred directly to employers every year to assist students and recent alumni in their job-seeking activity. A web-based resume book is made available to employers.

Career Services registrants have access to video conference interviewing, resume access via the World Wide Web, and other state-of-the-art forms of placement assistance.

Center for International Education

The Center for International Education (CIE), 1620 Melrose Avenue, telephone 974-3177, provides 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 nine countries.

International students and scholars: CIE provides information and assistance in matters relating to United States visa regula-
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.

Dining Services Facilities

Dining Services 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 manages a large number of facilities, including the following:

- Bakeries
- Cafeterias
- Delicatessens
- Grills
- Laundries
- Student Stores

The centers serve as clinical observation and education facilities for students majoring in Speech-Language Pathology or Audiology. They also serve as community centers providing diagnostic and treatment services for persons of all ages exhibiting communication disorders.

Disability Services

Disability Services (DS) seeks to eliminate the barriers that students with disabilities encounter and to work with them to achieve and maintain individual autonomy. The program's primary objective is to provide these students with access to the academic, social, cultural, and recreational opportunities of the University.

Prospective students are encouraged to contact DS personnel so that they can be assured that the campus facilities and services are adequate to meet their needs. The staff can be of service to the students to the extent that their individual needs are made known. Contact with the students prior to registration enables DS staff to better access the needs for interpreters, readers, accessible facilities, and other support services. Van service is also provided to those individuals with mobility limitations, whether permanent or temporary. Documentation of disability from an attending physician or the Student Health Center is required.

Participation in the services program is on a voluntary basis, conditional is maintained. Faculty, staff and students desiring any services are encouraged to contact the Office of Disability Services so that necessary arrangements can be made. The office is located at 191 Hoskins Library. V/TDD (423) 974-8087.

Graduate Student Association

As one of the five branches of the Student Government Association, the Graduate Student Association represents the interests of graduate and professional students and provides opportunities for their participation in the organization of graduate study at UT Knoxville. Officers and representatives from each college or professional school are elected each spring term during general campus SGA elections. Offices of the GSA are located in room 342 University Center. For more information, stop by the office or call (423) 974-2377.

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 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.

Housing

UNIVERSITY APARTMENTS

The University has provided excellent apartment facilities in several locations for married students with or without families. Apartments not needed by house married students are made available to single graduate and professional students. Information and application for these facilities may be obtained from the Department of University Housing, 405 Student Services Building.

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 Apartment 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 Apartment Residence Hall provides apartment-style living for four students. An attempt is made to assign graduate students together to the extent possible. 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 University Housing, 405 Student Services Building.

OFF-CAMPUS HOUSING

A list of off-campus housing available to students is provided by the Department of University Housing. 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 with academic and personal concerns. The Center also provides opportunities for students to develop their leadership potential.

Housed within the Black Cultural Center, the office furnishes information about educational, employment and financial opportunities, and offers tutorial services, workshops, and career development programs.

The office is located at 812 Volunteer Boulevard.

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 (SCSC) provides a variety of services for students with personal and academic concerns to promote academic performance, increase personal growth and contribute to the mental health of the entire community. Services include: crisis intervention, group therapy, individual therapy, academic courses, research programs, and consultation.

To access services, students may come in for an intake interview Monday-Friday from 10:00-11:30 a.m. and 1:00-3:30 p.m. The Center is located at 900 Volunteer Blvd, and can be reached at 974-2196 or see our web page at http://funnelweb.utcc.utk.edu/-counsel.

Student Health Service

Health services provided by the University are available to any student who has paid the health fee (either through paying the full University Programs and Services Fee or, if taking fewer than 9 hours, paying the optional health fee). These outpatient services are available continuously throughout every term.

The Health Service has a regular staff of primary care physicians, nurses, laboratory and x-ray technicians of Tennessee licensure. Outpatient services in the fields of family practice, internal medicine, pediatrics and psychiatry are available on a full-time basis. Appointments may be made by calling 974-3846. Specialty consultants in dermatology, surgery, sports medicine, and gynecology are available on campus through referral by a staff physician. Care beyond that provided by the regular staff can be arranged. Those students requiring allergy injections may arrange to receive them at the Clinic.

Virtually all medical services at the campus clinic except lab tests performed off campus are provided to eligible students at no additional cost.

The primary clinic at 1818 Andy Holt Avenue maintains scheduled daytime hours Monday through Friday. After-hours care (nights, weekends, and holidays) is available through the emergency room at The University of Tennessee Memorial Hospital; insurance reimbursement is accepted as payment in full for all services except inpatient care and specialty consultation. Transportation service for the campus is provided by the Campus Police or Van Pool.

All students are strongly encouraged to ensure personal immunity to measles. Immunity may be assumed if the student either: was born prior to 1957; had a confirmed case of measles; was immunized with a live vaccine after 1979; or received two measles vaccinations since the age of twelve months. The vaccine may be received at cost at the campus health clinic.

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 UT Family and Graduate 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 vehicle registration tags in their vehicles may park in any unreserved area (except those around residence halls) between the hours of 10 a.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 5 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 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 including racism, violence against women, spirituality, and sex roles. The Women's Coordinating Council is the programing branch of the Center responsible for educational, social, and cultural events pertaining to women's issues. The Women's Center is located in 301 University Center. If you need more information or are interested in volunteering, please call 974-1029.
COLLEGES
The College of Agricultural Sciences and Natural Resources began in 1869 when the University was designated as Tennessee's Federal 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 and Extension Education, Animal Science, Biosystems Engineering, Biosystems Engineering Technology, 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 Agricultural Economics, Animal Science, Biosystems Engineering, Food Technology and Science, and Plant and Soil Science is offered in the college.

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 found 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 College of Arts and Sciences 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 Arts and Sciences

Lorayne Lester, Dean
Anne Mayhew, Associate Dean
Stuart Rigby, Associate Dean
Otis Stephens, Associate Dean

Departments
- Anthropology
- Art
- Audiology and Speech Pathology
- Biochemistry and Cellular and Molecular Biology
- Botany
- Chemistry
- Classics
- Computer Science
- Ecology and Evolutionary Biology
- English
- Geography
- Geological Sciences
- Germanic, Slavic and Asian Languages
- History
- Life Sciences
- Mathematics
- Microbiology
- Music
- Philosophy
- Physics and Astronomy
- Political Science
- Psychology
- Religious Studies
- Romance Languages
- Sociology
- Theatre

The College of Arts and Sciences 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 allows 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 Business Administration

C. Warren Neel, Dean
Jan R. Williams, Associate Dean
William F. Fox, Director, Center for Business and Economic Research
John E. Riblett, Director, Management Development Center
Gary N. Dier, Interim Associate Dean and 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 and leadership potential. 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, and to develop a commendable plan of action. Above all else, we strive to instill the irresistible desire to continue to learn and grow in knowledge throughout the student's life.

The College of Business Administration has made a commitment to total quality management by integrating the principles of productivity...
through quality and statistical process control throughout the graduate 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, Industrial and Organizational Psychology, and Management Science; the Master of Arts with a major in Economics; the Master of Science with majors in Management Science and Statistics; the Master of Accountancy; and the Master of Business Administration.

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, Jr., Dean
Herbert H. Howard, Associate Dean for Graduate Studies
Roxanne Hovland, Associate Dean for Undergraduate Studies

Departments and Schools

Advertising
Broadcasting
Journalism
Speech Communication

Facility for Research and Service
Communications Research Center (CRC)

The College of Communications grew out of the School of Journalism, which was originally located in the College of Business Ad-

ministration. 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 1974. 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.

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

College of Education

C. Glennon Rowell, Interim Dean
Thomas W. George, Associate Dean for Student and Academic Services
Carol E. Kaysworm, Associate Dean for Research and Technology
Lynn C. Cagle, Director, Teacher Education

Units

Counselor Education and Counseling Psychology
Cultural Studies in Education
Education in the Sciences, Mathematics, Research, and Technology
Exercise Science
Holistic Teaching/Learning
Inclusive Early Childhood Education
Language, Communication and Humanities Education
Leadership Studies in Education
Psychodiagnostics and Technology
Psychodiagnostics Studies
Rehabilitation, Deafness, and Human Services
Sport and Physical Activity

Facilities for Research and Service
Bureau of Educational Research and Service
Center for Literacy Studies
Center for Physical Activity and Health
Curriculum Lab
Exercise Physiology Lab/Biomechanics Lab

Institute for Assessment and Evaluation
Institute for Educational Innovation
Instructional Services Center
Reading Center
Tennessee Internship Consortium in Professional Psychology

Education programs were first offered at the graduate level in 1905 by the School of Education. Through the Summer School of the South, the programs thrived, and the School became a College in 1926. The Ed.D. program was established in 1950, and the college-wide Ph.D. program began in 1979.

The College of Education, as a professional school, promotes critical inquiry, reflection, and social action through interdisciplinary studies. Its graduates are prepared to work in a changing, multicultural world in leadership roles in educational programs and institutions, health and social institutions, and private and corporate sectors. The College is committed to providing lifelong learning for both faculty and students by promoting collaborative study that involves students and faculty in academic peer relationships that stress shared responsibility for learning and for the discovery of new knowledge. The faculty is committed to research, scholarship, and creative work that results in superior teaching and service to the community and to the professions. The College is committed to working towards equity and economic and social justice within the University community and throughout the broader society.

Beginning in 1991, the faculty of the College of Education initiated planning new approaches to organization, new approaches to working with students, and new approaches to working with colleagues in teaching and the other professions served by the college. The purpose of the restructuring process was to enable the College to better meet the needs of students, faculty, and constituent groups in the 21st century.

As a result of this process, the College, previously organized into seven departments, is now organized into eleven faculty/program units.

The College of Education is fully accredited by the Southern Association of Colleges and Schools. All teacher education and school-related licensure and degree programs are fully accredited by the National Council for Accreditation of Teacher Education (NCATE) and the Tennessee State Department of Education. Specific program accreditations are found under the respective Fields of Instruction.

MASTER OF SCIENCE PROGRAMS

On the master's level, professional study may be planned (1) in one of the areas listed on the Majors and Degree Programs chart, (2) in appropriate combinations of these areas, or (3) in combinations of one or more of these areas with appropriate subjects or areas in other colleges.

Students in the College of Education's Track 2 master's programs (i.e., five-year teacher preparatory programs) must gain admission to the Graduate School before enrolling in internship.

Degree program requirements are described under Education, Fields of Instruction.
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 engineering, electrical engineering, engineering science, industrial engineering including engineering management, mechanical engineering, metallurgical engineering, 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.

College of Human Ecology

Jacquelyn O. DeLonge, Dean
James D. Moran III, Associate Dean; Graduate Studies
Jackie H. McInnis, Associate Dean; Academic Administration

Departments
Child and Family Studies
Consumer and Industry Services Management
Health and Safety Sciences
Human Resource Development
Nutrition

Facilities for Research and Service
Center of Excellence for Materials Processing
Child Development Laboratories
Institute for Tourism and Leisure Industries
Small Animal Research Laboratory
Textiles and Nonwovens Development Center

Human Ecology brings together the natural and social sciences to enhance the well-being of individuals, families and communities 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, Health Promotion and Health Education, Human Resource Development, Nutrition (including public health nutrition), Recreation, Tourism and Hospitality Management, Safety Education and Service, and Textiles, Retailing and Consumer Sciences; the Master of Public Health degree is offered with a major in Public Health; and the Doctor of Philosophy degree is offered with a major in Human Ecology and concentrations in child development, community health, family studies, human resource development, nutrition science, retail and consumer sciences, and textile science. For additional information, contact the Associate Dean of Graduate Studies, College of Human Ecology, The University of Tennessee, Knoxville, TN 37996-1900, (423) 974-5224.

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 Nonwovens Development Center (TANDEC).

The Child Development Laboratory (CDL) serves as a research and training facility for students in the College.

The mission of the Institute of Tourism and Leisure Industries is to serve as a catalyst for stimulating economic growth by providing a medium through which tourism and leisure industries can collectively develop and focus on strategies that will address how to improve the economic climate and overall quality of life in the region.

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

College of Law

Richard S. Wittz, Dean
John L. Sobieski, Jr., Associate Dean
Dennis B. Pollard, Assistant 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 services 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 analytical 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 Nursing

Joan Creasia, Dean
Carol Sesvor, Associate Dean
Maureen Groer, Associate Dean for Research and Evaluation
Martha Alligood, Director of Master's Program
Sandra P. Thomas, Director of Doctoral Program
Mary Anne Modricin-McCarthy, Director of Undergraduate Program

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 1976 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 M.S.N. or Ph.D. Program, The University of Tennessee, College of Nursing, 1200 Volunteer Blvd., Knoxville, TN 37996-4110, (423) 974-4151.

MASTER OF SCIENCE IN NURSING

The general purpose of the M.S.N. program is to prepare nurses at the graduate level to function as advanced practitioners, 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, family nurse practitioner, mental health nursing, nursing administration, and nursing of women and children.

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 nursing scholars 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

Karen Sowers, Dean
William J. Bell, Associate Dean, Nashville
Judith Fienel, Acting Associate Dean, Knoxville
Hisashi Hirayama, 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, Scarratt College, and George Peabody College. It joined the University of Tennessee in 1951. The College has branches, located in Nashville, Memphis and Knoxville, offered the two-year master's program. The doctoral program was inaugurated in 1983. In 1985 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 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, Associate Dean

Departments

Animal Science-Veterinary Medicine
Comparative Medicine
Large Animal Clinical Sciences
Microbiology-Veterinary Medicine
Pathology
Small Animal Clinical Sciences

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 benefit 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

Accounting and Business Law
(College of Business Administration)

MAJORS

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

Keith G. Stanga, Head

Professors:
Anderson, Kenneth E., CPA, Ph.D. ............... Indiana
Dittrich, Norman E. (Emeritus), CPA, Ph.D. ........ Ohio State
Fisher, Bruce D., LL.M. ..................... George Washington
Herring, Hartwell C., III, CPA, Ph.D. .......... Alabama
Kiger, Jack E. (Warren L. Slagle Prof. of Acct), CPA, Ph.D. .......... Missouri
Reeve, James M. (Distinguished Prof.), CPA, Ph.D. .......... Louisiana State
Roth, Harold P., CPA, Ph.D. ................. Oklahoma State
Stanga, Keith G. (Arthur Andersen Prof.), CPA, Ph.D. .......... Arkansas

Associate Professors:
Ray, Amy W., Ph.D. ................................... VPI
Murphy, Daniel, CPA, Ph.D. ..................... North Carolina
Posey, Imogene A. (Emeritus), CPA, M.S. .......... Tennessee
Townsend, Richard L., CPA, Ph.D. ............ Texas

Assistant Professors:
Ayers, Susan, CPA, Ph.D. ............... Arizona State
Bein, Bruce K., CPA, Ph.D. ............ Arizona State
Canello, Joseph V., CPA, Ph.D. ........ Georgia State
Hethcox, Kathleen B., Ph.D. ............. Oklahoma

THE MASTER OF ACCOUNTANCY PROGRAM

The objective of the M.Acc. program is to provide persons who have a high level of

ability and motivation with the depth and understanding of accounting that 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, industry, and government.

UTK's accounting undergraduate and
graduate programs are accredited by the
American Assembly of Collegiate Schools of
Business and are among the initial programs in
the nation to receive this accreditation.

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. The program is designed both for
students who have completed an accredited
baccalaureate degree program with a major in
Accounting and others. Those with outstanding
undergraduate records in areas other than
accounting may earn the M.Acc. degree by
completing prerequisites in accounting and
by including courses in other business and related
disciplines to supplement the applicant's
undergraduate background. Students entering
the program should be computer literate and
are expected to have completed coursework in
calculus, principles of accounting, and
introductory economics.

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

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.

A student with an undergraduate degree in
accounting can usually complete the program in
about eleven months. A student without an
undergraduate accounting degree can usually
complete the program in about fifteen months.

For students with an undergraduate
accounting degree, the requirements are:

Business Core (9 hours): Business
Administration 502-03; Business Law 511.
Accounting Core (6 hours): 506-07.
Accounting Concentration (9 hours):
Three concentrations are available:
1. Financial/Auditing: 415, 451, 514, 518,
519, 521.
3. Taxation: 531, 532, 533, 534, 539.

Students must take at least three courses
from the same concentration and one of the
course numbers must end with 9.

Accounting Electives (6 hours): Elective
courses to be taken from graduate accounting
courses.

For students without an undergraduate
Accounting degree, the requirements are:

Prerequisites: 311, 341, 411, 414, and
431.

Business Core (12 hours): Business
Administration 502-03; Business Law 511;
and a non-accounting business elective to be
approved by advisor.

Accounting Core (9 hours): 506-07, 521.
Accounting Concentration (9 hours):
Three concentrations are available:
1. Financial/Auditing: 415, 451, 514, 518,
519.
3. Taxation: 531, 532, 533, 534, 539.

Students must take at least three courses
from the same concentration and one of the
course numbers must end with 9.

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 program. The student must satisfactorily demonstrate his/her ability to recognize, analyze, and solve accounting policy problems and integrate concepts from the various areas of accounting by passing a comprehensive written examination. This examination includes the following courses in each concentration as follows: 519, Seminar in Accounting and Auditing Policy; 539, Tax Policy; and 549, Systems Issues and Policies.

BUSINESS ADMINISTRATION
CONCENTRATION
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 faculty 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 the 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 after completing all coursework will be placed on probation. A student on probation will be given at least one semester to meet the requirements for probation. A student on probation will be placed on academic probation unless his/her cumulative grade-point average is 3.0 or higher at the end of the probationary period. The probationary period is defined as the next semester’s coursework as established by the degree program for full-time students and the next two semesters’ coursework as established by the degree program for part-time students.

ACADEMIC COMMON MARKET
An agreement among southern states for sharing graduate programs allows legal residents of some states to enroll in certain programs at UT Knoxville in an in-state tuition basis. The M.Acc. program in Accounting is available to residents of the state of West Virginia. Additional information may be obtained from the Admissions Specialist in the Office of Graduate Admissions and Records.

Accounting

GRADUATE COURSES
415 Governmental and Nonprofit Accounting (3)
Contemporary issues in theory and practice of governmental accounting principles; environment of state and local government; governmental accounting principles; fund accounting; accounting for non-governmental nonprofit entities. Prereq: 414 or consent of instructor.

461 Operational Auditing and Consulting (3)
Approaches to evaluate an entity’s efficiency and effectiveness in various settings and techniques used in consulting to provide entity competitive advantage.

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.

506-07 Professional Accounting Practice I, II (3, 3)
Various advanced financial reporting and auditing topics to cover complex and changing needs of profession. Prereq: Admission to M.Acc. program.

514 Information Systems Control and Auditing (3)
Relationships among design of internal controls, assessment of internal control effectiveness, and audit of internal controls in computerized business environment. Current security and technology issues for both centralized and distributed computer environments. Hands-on use of computer-assisted audit techniques to perform variety of audit tasks. Prereq: Admission to M.Acc. program.

518 Taxation of Business Entities (3)
Review and analysis of tax principles and law pertaining to business entities: corporations and partnerships. Tax planning strategies and techniques. Prereq: Admission to M.Acc. program.

519 Seminar in Accounting and Auditing Policy (3)

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

531 Tax Research, Methods, and Procedures (3)
Creation of expertise in tax research using authoritative sources through available technologies. Advanced study of tax accounting methods, periods, procedures, and review of federal tax concepts to provide foundation for tax practice. Prereq: 431 and admission to M.Acc. program.

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 ownership. Election for S Corporations, and comparison of partnerships and S Corporations. Prereq: Admission to M.Acc. program or consent of instructor. Prereq or coreq: 531.

534 Family Tax Planning (3)
Review and application of laws pertaining to inter vivos and post-mortem property transfers and taxation of estates. Financial planning techniques and strategies used to accomplish family tax planning objectives. Prereq: Admission to M.Acc. program or consent of M.Acc. advisor.

539 Tax Policy (3)
Basic concepts of tax policy: complexity, efficiency, equity, alternative tax bases, and political process. Current issues in tax policy and strategy: organizational form, implicit taxes, arbitrage, tax rates, and selected other topics. Prereq: 431 and admission to M.Acc. program.

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

549 Systems Issues and Policies (3)
Seminar in contemporary issues in management systems and knowledge-based systems. Prereq: 431 and admission to a graduate program or consent of instructor. Prereq or coreq: 542.

592 Graduate Internship in Accounting (3)
Full-time resident professional employment for one academic semester involving qualified job experience, written report of responsibilities, 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 topics 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.

Business Law

GRADUATE COURSES
511 Business Law and Professional Responsibility (3)
Legal framework and ethical implications of business transactions. Principles and practices in law of contracts, commercial transactions, real property, trusts, estates and professional responsibility. Prereq: Legal Environment of Business and admission to M.Acc. program or consent of instructor. Not available for students with credit for 401.

Advertising

(College of Communications)

DEGREES

MAJOR

Communications ........................................ M.S., Ph.D.
Ronald E. Taylor, Head

Professors:
Hovland, Roxanne, Ph.D............................... Illinois
Taylor, Ronald E., Ph.D................................ Illinois

Associate Professors:
Haley, Eric, Ph.D. ....................................... Georgia
Hoy, Marita, Ph.D. ...................................... Oklahoma State

Assistant Professors:
Morrison, Margaret, Ph.D. ......................... Georgia
Ramar, Niranjan, Ph.D. ............................... Texas

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
480 Special Topics (3) Topics vary: advanced media strategy, advanced creative strategy, direct marketing, and advertising and social issues. E
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.
2. A minimum of 24 hours of graduate credit in courses numbered at or above the 500 level.
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 final oral examination.

Non-Thesis Option
A candidate for the master's degree who elects the non-thesis option must successfully complete:
1. A minimum of 36 hours of graduate credit in courses approved by the student's advisory committee.
2. A minimum of 24 hours of graduate credit in courses numbered at or above the 500 level.
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

401 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) Pr/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/N or only. E

521 Extension Program Planning (3) Methods of developing county extension programs: sources of essential basic information, determination of problems and needs of people, functions of lay people and various groups of extension workers. Use of committees, area-by-area planning procedures, coordinated county and state plans and characteristics of effective programs. Prereq: 411 or consent of instructor. Sp

522 Extension Teaching Methods (3) Teaching and application of teaching methods to extension work, utilization and development of 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

Agricultural and Bioystems Engineering

(860517) West Virginia University

Aerospace Engineering

See Mechanical and Aerospace Engineering

Agricultural and Extension Education

(820654) West Virginia University

MAJOR DEGREE
Agricultural and Extension Education M.S.

Professors:
Dickson, Lewis H., Ed.D...............,...........,....
Dickson, Lewis H. (Emeritus), Ed.D........Cornell
Carter, Cecil E., Jr. (Emeritus), Ed.D. .........Cornell
Carter, Cecil E., Jr. (Emeritus), Ed.D. .........Tennessee

Associate Professor:
Waters, Randy G., Ph.D. ..............,...........,....
Waters, Randy G. (Emeritus), Ph.D. ...............Tennessee

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.

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

Agricultural and Bioystems Engineering

(850765) North Carolina State University

MAJORS DEGREES

Biosystems Engineering M.S., Ph.D.

Biosystems Engineering Technology M.S.

C. Roland Mote, Head

Professors:
Bledsoe, B.L., Ph.D. ..............,...........,....
Bledsoe, B.L. (Emeritus), Ph.D. ..............,...........,....

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.
Associate Professors:
Buscher, Kohle, Michael J., Ph.D. ...........Clemson
Freeland, R.S., Ph.D.........................Tennessee
Grandle, G.F., Ph.D. .........................Tennessee
Hart, W.E., Ph.D. ...............................Purdue
Wilkinson, J. B., Ph.D. .......................Purdue
Yoder, R. E., Ph.D. ............................Colorado State

Assistant Professors:
Burns, R. T., Ph.D. ............................Tennessee
Hulbert, G., Ph.D. .............................Illinois
Ramas, D.R., Ph.D. ............................Cornell
Womac, A. R., Ph.D. ...........................Tennessee

Graduate programs leading to the Master of Science and Doctor of Philosophy with a major in Biosystems 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 Biosystems 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 Biosystems Engineering 505 and other departmental seminars regardless of whether they are registered for seminar credit.

THE MASTER'S PROGRAMS

Biosystems 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 30 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:

- Coursework in computational methods (mathematics, computer science, statistics, or any course containing appropriate computational components that may be approved by the department) 6
- Program electives 6
- Thesis 500 6

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.

Biosystems 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 30 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:

- Coursework in computational methods (mathematics, computer science, statistics, or any course containing appropriate computational components that may be approved by the department) 12
- Program electives 6
- Thesis 500 6

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 Biosystems 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 33 semester hours to earn a degree. Of these 33 hours, 20 must be in courses numbered greater than 500. Other specific requirements for the 33 hours are:

- Coursework in computational methods (mathematics, computer science, statistics, or any course containing appropriate computational components that may be approved by the department) 12
- Program electives 6
- Seminar on special emphasis area 6
- Capstone Experience (project and report, typically 508) 3

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 Biosystems 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.

Biosystems Engineering

GRADUATE COURSES

403 Machine and Component Design (3) Nature of design; functional analysis; creativity; geometric and kinematic requirements; plane mechanisms, force, stress, deflection, stress analysis, and synthesis of power transmission and control circuits.

423 Irrigation and Water Management System Design (3) Design of irrigation and agricultural water management systems with consideration given to field, system characteristics, system control, and design projects and components. Prereq: Power Units and Machinery or consent of instructor.

430 Mobile Hydraulic Power System Design (3) Functional and operational characteristics of mobile hydraulic system components: pumps, valves, actuators, and controls; analysis and simulation of power transmission and control circuits.

451 Electronic Systems (4) Basic electronics with applications. Analog and digital electronics, control systems, controlling and interfacing, signal conditioning, power electronics, laboratory experiments, and design projects.

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

502 Registration for Use of Facilities (3-16) 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. G/NC only.

510 Comprehensive Examination (9) Comprehensive written examination and oral defense covering the thesis, related areas, and graduate coursework.

520 Comprehensive Oral Examination (2) Comprehensive written examination and oral defense covering the thesis, related areas, and graduate coursework.

530 Comprehensive Examination (2) Comprehensive written examination and oral defense covering the thesis, related areas, and graduate coursework.

540 Comprehensive Examination (2) Comprehensive written examination and oral defense covering the thesis, related areas, and graduate coursework.

550 Comprehensive Examination (2) Comprehensive written examination and oral defense covering the thesis, related areas, and graduate coursework.

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570 Comprehensive Examination (2) Comprehensive written examination and oral defense covering the thesis, related areas, and graduate coursework.

580 Comprehensive Examination (2) Comprehensive written examination and oral defense covering the thesis, related areas, and graduate coursework.

590 Comprehensive Examination (2) Comprehensive written examination and oral defense covering the thesis, related areas, and graduate coursework.

600 Dissertation (6-12) Thesis: A dissertation covering the thesis, related areas, and graduate coursework.