

# **ILLINOIS STATE UNIVERSITY**

2019-2020  
Graduate Catalog  
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## The Graduate School at Illinois State University

### *Accreditation*

Illinois State University is accredited by the Higher Learning Commission, one of six regional accrediting bodies for higher education recognized by the United States Department of Education. For the complete information regarding accreditation, see: <https://Illinoisstate.edu/about/accreditation/>.

### *Graduate School Established*

The University began offering graduate work in 1943, when it introduced master's degree programs in several departments. The number of degrees has increased gradually since that time, with doctoral work being introduced in 1962.

Today the Graduate School offers master's degree work in more than thirty academic fields and professional education areas as well as the Specialist in School Psychology degree.

### *Mission Statement*

The Graduate School fosters high quality graduate education at Illinois State University through strategic leadership and administration, providing services for students and faculty, and serving as a valued resource to the greater University community. Illinois State University is classified as a Carnegie Doctoral/Research institution.

### *Graduate Council*

The Graduate Council is the representative body of the graduate faculty. Council members deliberate and set policy on all matters of graduate education and research, and advise the Associate Vice President for Research and Graduate Studies. Each council member sits on one of three standing committees: membership/student development, curriculum, or research. Members are elected by the graduate faculty. Two graduate students serve on the Graduate Council. Selection criteria for members are articulated in Article IV of the [Bylaws](#).

### *Graduate Coordinators/School Directors*

Designated by the Department chairperson or School Director of the unit as being responsible for the administration of the graduate program(s). These responsibilities include:

- Maintaining the overall integrity of the graduate program in the department or school
- Promoting the educational success of individual graduate students.
- Assuring clear communication between the degree program, the department/school/college, the Graduate School, Admissions, and the graduate student.
- Having a thorough knowledge of all university graduate education related policies and procedures.
- Fostering recruitment, admission and degree completion for a diverse group of highly talented students.
- Monitoring academic progress of students.
- Responding according to university policy to issues of academic integrity and academic probation.
- Providing leadership in review of curriculum and design of professional development opportunities for graduate students.
- Assist students in securing Research Symposium Travel Support.
- Assist students in securing Scholarships, Fellowships, and other alternative funding.
- Monitor degree completion and requests to participate in Commencement.
- Supervise comprehensive exams, assuring consonance with regulations and requirements of the Graduate School and the program and submitting reports within.
- Monitor theses and dissertations and submit required forms.
- Monitor student admissions.
- Advising or assigning a faculty advisor to each student.
- Working with Human Resources on issues related to graduate assistants.
- Having a thorough understanding of the policies and procedures guiding graduate assistants in the Graduate Assistant Handbook.
- Monitor time to degree of each student in the program. Advise them on completing in a timely manner. Assist with the extension to degree request if needed.

## The University

The documents establishing Illinois State University as a pioneer educational undertaking were drafted by Abraham Lincoln. Academic programs and courses are offered in thirty-six academic departments and schools which are organized into six colleges. Over 20,000 students have a full range of study options in business, liberal arts, science, fine arts, education, applied science, technology, nursing, and pre-professional fields. Major classroom buildings are centrally located and are surrounded by the library and recreational and residence structures. The Central Illinois community of Normal-Bloomington, home of Illinois State University, has a population of over 132,000.

### *Academic Senate*

The Academic Senate is the major internal governance body of the University. The Senate acts in legislative and advisory roles with regard to University policies involving faculty and students, academic programs and planning, and University concerns. Based upon the concept of shared governance, the 62-member Senate's representatives consist of 31 faculty members, the composition of which is 29 tenure/tenure track faculty members, one non-tenure-track faculty member and one Faculty Associate from the Lab Schools, 21 students, including the Student Body President, one representative from the Civil Service Council and one from the Administrative Professional Council. Additionally, the ex-officio representatives are the President of the University, three Vice Presidents, one Associate Vice President, a representative from the Deans Council, a representative from the Chairs Council, and the Student Trustee.

### *University Commitment to Diversity*

Illinois State University is committed to creating and supporting a welcoming, inclusive and diverse working and learning environment. Diversity, in all of its forms, is a critical aspect of our community and contributes to our overall excellence. The University supports a diverse faculty and staff who mentor and support a diverse student population. The University endeavors to provide opportunities for all students, staff and faculty to participate in a global society. In our strategic plan, *Educate Connect Elevate*, Diversity and Inclusion are identified as one of seven University core values and establishes goals and concrete actions designed to ensure that all members of the University community can succeed and thrive on campus and beyond.

### *Notification of Rights under FERPA for Postsecondary Institutions*

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. For additional information on these two topics see: <http://registrar.illinoisstate.edu/ferpa/>.

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. These rights include:

(1) The right to inspect and review the student's education records within 45 days of the day the University receives a request for access.

A student should submit to the University Registrar a written request that identifies the record(s) the student wishes to inspect. The University official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the University official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

(2) The right to request the amendment of the student's education records that the student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

A student who wishes to ask the University to amend a record should write the University official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it should be changed. If the University decides not to amend the record as requested, the University will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

(3) The right to provide written consent before the University discloses personally identifiable information from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

The University discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by the University in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and

health staff); a person or company with whom the University has contracted as its agent to provide a service instead of using University employees or officials (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for the University.

Upon request, the University also discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-5901

(5) Illinois State University will, upon written request, disclose to the alleged victim of any crime of violence or a nonforcible sex offense, the results of any disciplinary proceeding conducted by the institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of the crime or offense, the information shall be provided, upon request, to the next of kin of the alleged victim.

### *Public Notification of Directory Information*

At its discretion, Illinois State University may provide "directory information" in accordance with the provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA). Directory information is defined as that information which would not generally be considered harmful or an invasion of privacy if disclosed. Designated directory information at Illinois State University includes the following: student's name\*, address (local and home) telephone listing (local and home), Illinois State University email address, date and place of birth, major field of study, dates of attendance, grade level, enrollment status (e.g. undergraduate or graduate, full-time or part-time), participation in officially recognized activities or sports, weight or

height of members of athletic teams, target graduation date, degrees, honors and awards received, and the most recent educational agency or institution attended. Students may block the public disclosure of directory information by notifying the Office of the University Registrar in writing prior to the first day of classes. Please consider very carefully the consequences of a decision to withhold directory information. A non-disclosure block will call for Illinois State University not to release any of this "directory information;" thus, any future requests for such information from non-institutional persons or organizations will be refused.

Illinois State University will honor your request to withhold directory information but cannot assume responsibility to contact you for subsequent permission to release this information. Regardless of the effect upon you, Illinois State University assumes no liability as a result of honoring your instructions that such information be withheld.

Although the initial request may be filed at any time, requests for non-disclosure will be honored by the University until removed, in writing, by the student.

\*The name included on the student's ISU application (the student's legal name) is the name used for directory information purposes. If a student has also entered a preferred name in the Campus Solutions and/or HR system, that preferred name will be used ONLY for specific internal University operations and will not be used as directory information. To change your name for directory information purposes, you must change your legal name in the system. Information on how to do this is available at the University Registrar website or by contacting the Registrar directly at 438-2188. If you are also an employee, information on how to change your legal name for employment purposes, is available on the Human Resources website or by contacting them directly at 438-8311. Questions regarding use of a preferred name should also be directed to the above offices.

### *Student Access and Accommodation Services*

See, [StudentAccess.IllinoisState.edu](http://StudentAccess.IllinoisState.edu)

## Using the Catalog

The statements in this catalog are for informational purposes only and should not be construed as the basis of a contract between a student and Illinois State University. The course offerings and requirements of the University are continually under review and revision. This catalog presents those in effect at the time of publication.

Information regarding changes will be available in the Offices of the University Registrar, the Provost, the colleges, major departments, and schools. It is especially important that each student note that it is his or her responsibility to be aware of current graduation requirements for a particular degree program.

### *Graduate Catalog Requirements*

For a student who attends at least one term of each academic year, graduation requirements are specified in the Graduate Catalog for the year of first course enrollment in the degree program.

Since university programs are constantly evaluated and improved, a student may graduate under new degree requirements published the academic year he or she is graduating from the University. A student who changes to new Graduate Catalog requirements, however, must meet all the requirements including graduation requirements, in that catalog.

### *Course Prerequisites*

Course prerequisites may change over time and do not depend on catalog year. The registration system will enforce prerequisites in effect at time of registration.

### *Academic Terminology*

In reading this catalog, you may encounter some words or phrases that are unfamiliar. The following list defines terms frequently used within the Illinois State community and will help you more easily understand information you will receive from the University.

**Academic Affairs:** One of the four major divisions of the University, headed by the Vice President and Provost that focuses on educational needs of students.

**Academic Year:** The period of time commencing with the fall semester (16 weeks) and continuing through the spring semester (16 weeks) and summer term (12 weeks).

**Alumni:** Individuals who have attended or graduated from a particular college or university.

**Audit:** The completion of a course taken without credit.

**Board of Trustees:** The governing body for Illinois State University.

**Campus Solutions:** Student Information System software that supports registration and managing students' progress toward their degrees.

**Career:** Campus Solutions term for undergraduate or graduate status.

**Clinical Experience:** A part of the program that allows for observation, participation, studies of individual pupils or clients, individual field work, and practicums both on and off campus.

**Credit Hour:** A standard unit of measuring course work; credit hours are assigned to a particular course and count toward graduation, except in remedial courses. Typically a course that meets for three hours a week is worth three credit hours.

**Cross-listed Course:** Course offered by more than one department, but treated as one course for credit purposes.

**Curriculum:** A program of study covering the entire undergraduate or graduate career and designed to satisfy the requirement for a degree.

**Dean:** The highest administrative officer of a college.

**Department Chairperson:** An administrative officer holding faculty rank; responsible for the primary unit of academic organization.

**Finance and Planning:** One of the four major divisions of the University, headed by the Vice President for Finance and Planning which focuses on financial management and planning.

**Full Time Status:** Graduate students for fall and spring are considered full-time if they are enrolled 9.0 or more semester hours. Graduate students for summer are considered full-time if they are enrolled 6.0 or more semester hours.

**Good Standing:** Maintaining a minimum 3.0 cumulative graduate GPA, satisfying any program-specific requirements for good standing, and making satisfactory progress to degree.

**Grade Point Average (GPA):** The total number of grade points divided by the total graded semester hours attempted at Illinois State University. Total accumulated graduate GPA hours exclude undergraduate coursework, transfer hours, or courses in which a grade of CR, P or DE was assigned.

**Graduate Coordinator:** An administrative officer holding faculty rank; designated by the Department chairperson or School Director of the unit as being responsible for the administration of the graduate program(s).

**Hold:** A block that may prevent a student from receiving a service or performing an action, for example a financial hold may result in a student not being allowed to register or receive a transcript. Campus Solutions refers to a hold as a “negative service indicator.”

**Illinois Board of Higher Education (IBHE):** The board that oversees and coordinates all public higher education in Illinois.

**Interdisciplinary:** A program or course that spans two or more academic disciplines.

**Matriculation:** The point at which a student is formally admitted to the university and eligible to enroll in classes.

**Office of University Registrar:** An academic unit that maintains academic records, awards transfer credit, and provides enrollment verification, transcripts and course registration. Student questions can be answered in 107 Moulton.

**Prerequisite:** Specific requirements that must be completed prior to enrolling in a given class, program, or field of study.

**Provost:** The Vice President for Academic Affairs who is responsible for all academic matters.

**School Director:** An administrative officer holding faculty rank; responsible for the primary unit of academic organization.

**Semester:** A semester at Illinois State is the 16-week academic session offered each fall and spring.

**Seminar:** A regular meeting of students, under the guidance of a faculty member, in which each conducts research and exchanges information, problems, and results through informal lectures, reports, and discussion.

**Student Affairs:** One of the four major divisions of the University, headed by the Vice President of Student Affairs, which focuses on personal and nonacademic needs of students.

**Syllabus:** A document describing the objectives, outcomes, assessment activities, and structure of a course.

**Term:** Campus Solutions name for “semester.”

**Transcript:** The University’s official record of credit or degrees awarded, including the courses taken by a student and the grades received in each course.

**University Advancement:** One of the four major divisions of the University, headed by the Vice

President for University Advancement, which focuses on public outreach and fundraising.

**Units:** Campus Solutions term for “semester hour” and “credit hour.”

**Visiting Graduate Student:** One who does not seek a degree at Illinois State or has not been officially admitted to a graduate degree program.

## *Program and Course Explanations*

**Degree Program:** A directed combination of advanced courses that designate a student’s area of specialization. The degree program is designated on university transcripts.

**Plan:** Campus Solutions term for “program.”

**Sequence:** A subdivision of a program in which there are specific requirements. Sequences of the same program generally share a common core. Sequences are designated on university transcripts upon receipt of degree.

**Subplan:** Campus Solutions term for a “sequence.”

**Concentration:** A subdivision of a program without specific requirements that is provided for advisement only. Concentrations are not designated on university transcripts. All informal curricular recommendations made by departments and schools (such as emphases, tracks, areas of study, specializations, etc.) should be considered concentrations. Concentrations are advisory only; no approval process is required.

**Graduate Certificate Program:** Certificates are a series of courses designed to provide professional development and career advancement opportunities, or to enhance an individual’s skills or education. These certificates are not part of degree programs, although courses completed as part of a certificate could be used in meeting degree requirements, where appropriate. There are two types of certificates available at the graduate level:

Post-Baccalaureate Certificate—requires a minimum of 9 hours beyond the baccalaureate degree, but fewer hours than a master’s degree.

Post-Masters Certificate—requires a minimum of 24 semester hours of coursework beyond the master’s degree but fewer hours than a doctoral degree.

## *Terms Used in Course Descriptions*

The following section explains how to read and use a course description, and the terminology used within course descriptions.

## 10 Course Offerings

**Also offered as:** (cross-listed course) the specified courses are identical and are thus considered interchangeable in meeting all requirements. Credit can only be earned in one of the specified courses.

**Consent of the instructor:** The course instructor must give consent before a student may register for the course.

**Formerly offered as:** indicates a course previously offered under a different number or title. The course is interchangeable with the previous course number or title.

**Materials charge optional:** indicates an optional fee charge for course materials.

**Multiple enrollments allowed:** indicates that a course may be taken for credit more than once if different content is planned; there may be a maximum amount of credit specified for the course.

**Not for credit if had:** (course) means that content overlap exists between the specified courses and that students should not be able to count both toward graduation. Such courses are not, however, considered interchangeable in meeting all requirements.

**Not for credit toward a graduate degree program:** credit from this course may not be applied to the degree program requirements.

**Variable credit courses:** are those courses leading to differing number of credit hours. A student should plan with the advisor the number of hours to be sought in a variable credit course.

### *Course Offerings*

**Contract:** Contract educational services, programs and courses are delivered through mutual contract to a business site for a specific cohort or business entity.

**“Decimalized” Course:** A course with different subtopics but standard learning outcomes; for example ENG 409 may examine different topics. Campus Solutions replaces the decimal with the letter A, so ENG 409.01 appears as 409A01.

**Distance Education:** A formal education process in which the majority of the instruction occurs when student and instructor are not in the same location at the same time. Instruction may be synchronous or asynchronous.

**General Courses:** Courses with a common course description and identified with a university-wide common number may be offered in each academic department or school. Examples are 400 Independent Study, 393 Workshop, 499 Master’s Thesis, and 599 Doctoral Dissertation. See Course

Limitation section in this catalog for additional information.

**Independent Study:** Intensive study in a special area of the student’s interest under the direction of a qualified member of the faculty. Each individual investigation is to culminate in a comprehensive written report and/or examination and/or artistic project.

**Online courses:** Makes use of Illinois State’s connection to the Internet and other electronic resources. These courses may utilize on-line materials, coursework, and discussion groups, and may be delivered in any asynchronous mode.

**Professional Practice:** Professional Practice consists of one or more credit-generating, academic/career related, salaried or non-salaried work experiences. Graduate Professional Practice courses are designated by the numbers 498, and 598.

**Seminar:** A regular meeting of students, under the guidance of a faculty member, in which each conducts research and exchanges information, problems, and results through informal lectures, reports, and discussion.

**Temporary Course:** Temporary courses are approved by the curricular committees for a time period not to exceed three years. Temporary courses often are used to experiment with a new curricular design, to take advantage of the skills of a faculty member who will be at the University for a limited period, or to respond to particular interests of students. Temporary courses are designated by the numbers 389, 489, and 589. Temporary courses may not be required within a major or sequence.

**Topics Course:** An organization of subject matter and related learning experiences composed of identifiable sub-divisions of topics. Each topic is of sufficient significance to be treated separately as a unit of instruction for an entire semester or term. The content of the course varies by semester.

**Workshop:** Intensive and applied work on special problems in one or more subject areas. Workshop opportunities are provided on special problems not covered in any regular university courses. Workshops are generally designated by the numbers 393, 429, and 493.

### *Course Information*

The University operates on the semester plan. The credit value of all courses is stated in terms of semester hours. Ordinarily, a semester hour is assigned for a 50-minute class meeting per week for the semester; therefore, a course valued at three semester hours generally meets three periods

weekly. In laboratory courses, at least two 50-minute periods per week are ordinarily required for each semester hour of credit.

In addition to its fall and spring semesters, the University provides a summer session with courses of varying lengths and a variety of short-term offerings.

**Course Availability:** Some courses listed at [Coursefinder.illinoisstate.edu](https://coursefinder.illinoisstate.edu) may not be available each year. Questions concerning scheduling of courses should be referred to the department chairperson or school director.

**Course prerequisites** are listed on Course Finder and may change over time. The registration system will enforce prerequisites in effect at time of registration.

### *Course Numbering System*

Courses are numbered in the following order: course number (3 digits preceding the title), course title and credit value (in semester hours). Following the course description any prerequisites, restrictions on enrollment, and any special considerations are noted.

Each course bears a distinguishing number for identification and indication of its academic level. Courses 300-399 are advanced undergraduate courses and are open to juniors, seniors, and graduate students. 300-level courses approved for graduate credit are noted in Course Finder (<https://coursefinder.illinoisstate.edu>). To receive graduate credit, students must complete applicable graduate requirements provided in the course syllabus. Courses 400-499 are graduate courses. Courses 500-599 generally are limited to terminal degree students in programs such as the Ed.D., M.F.A., Au.D., D.N.P., and Ph.D.

The numbering system for advanced courses is as follows:

**300-399** Advanced undergraduate courses. Open to juniors, seniors, and sometimes graduate students.

**400-499** Courses at this level are for graduate students. With approval from the instructor, the department chair/school director, and the Graduate School, advanced undergraduates may be permitted to enroll in 400-level courses for undergraduate credit only.

**500-599** Courses limited to advanced graduate or doctoral students.

## Tuition and Fees

Visit the Student Accounts website [StudentAccounts.IllinoisState.edu](https://StudentAccounts.IllinoisState.edu) for details

## Financial Aid

Each year, many Illinois State graduate students receive financial assistance in the form of graduate assistantships; non-assistantship employment; tuition waivers; scholarships, fellowships, grants, and awards; and loans. Financial Aid is coordinated through the Financial Aid Office. You may access information at [FinancialAid.IllinoisState.edu](https://FinancialAid.IllinoisState.edu).

## Sources of Support

Graduate students are supported at Illinois State University through graduate assistantships; non-assistantship employment; tuition waivers; scholarships, fellowships, grants, and awards; and loans. Review sources at [grad.illinoisstate.edu/funding/](https://grad.illinoisstate.edu/funding/)

## **Department/School Abbreviations**

ACC	Accounting
AGR	Agriculture
ANT	Anthropology
ART	Art
ATK	Arts Technology
BSC	Biological Sciences
BE	Business Education
CHE	Chemistry
COM	Communication
CJS	Criminal Justice Sciences
CSD	Communication Sciences & Disorders
ECO	Economics
EAF	Educational Administration & Foundations
ENG	English
FCS	Family and Consumer Sciences
FIL	Finance, Insurance and Law
GEO	Geography, Geology, and the Environment
HSC	Health Sciences
HIS	History
IT	Information Technology
KNR	Kinesiology and Recreation
LAL	Latin American and Latino/a Studies
LAN	Languages, Literatures, and Cultures
	FRE French
	GER German
	SPA Spanish
MAT	Mathematics
MKT	Marketing
MQM	Management and Quantitative Methods
MUS	Music
NUR	Nursing
PHI	Philosophy
POL	Politics and Government
	LGS Legal Studies
PSY	Psychology
SED	Special Education
SOA	Sociology and Anthropology
	ANT Anthropology
	SOC Sociology
SWK	Social Work
TCH	Teaching and Learning
TEC	Technology
THD	Theatre and Dance
	DAN Dance
	THE Theatre
WGS	Women's and Gender Studies

## Programs of Study

*College of Applied Science and Technology*  
Agriculture—M.S.

Criminal Justice Sciences—M.A., M.S.  
Family and Consumer Sciences—M.A., M.S.  
Information Systems—M.S.  
Kinesiology and Recreation —M.S.  
Technology—M.S.

*College of Arts and Sciences*

Anthropology—M.A., M.S.  
Applied Economics—M.A., M.S.  
Audiology—Au.D.  
Biological Sciences—M.S., Ph.D.  
Chemistry—M.S.  
Chemistry Education—M.C.E., M.S.C.E.  
Clinical-Counseling Psychology—M.A., M.S.  
Communication—M.A., M.S.  
English—M.A., M.S.  
English Studies—Ph.D.  
History—M.A., M.S.  
Hydrogeology—M.S.  
Languages, Literatures, and Cultures—M.A.  
Mathematics—M.S.  
Mathematics Education—Ph.D.  
Political Science—M.A., M.S.  
Psychology—M.A., M.S.  
School Psychology—S.S.P., Ph.D.  
Social Work—M.S.W.  
Sociology—M.A., M.S.  
Speech-Language Pathology—M.A., M.S.

*College of Business*

Accountancy—Integrated B.S./M.P.A., M.S.  
Business Administration (Finance, Insurance and  
Law; Management and Quantitative Methods;  
Marketing—MBA)  
Business Education—M.S.B.E.

*College of Education*

College Student Personnel Administration—M.S.  
Educational Administration—M.S., M.S. Ed., Ed.D.  
Ph.D.  
Reading—M.S. Ed.  
Special Education—M.S., M.S. Ed., Ed.D.  
Teaching and Learning—M.S., Ed.D.

*College of Fine Arts*

Art—M.A., M.S., M.F.A.  
Arts Technology—M.S.  
Music—M.M., M.M.Ed.  
Theatre Studies—M.A., M.S.  
Theatre—M.F.A.

*Mennonite College of Nursing*

Nursing—M.S.N., Ph.D.  
Nursing Practice—D.N.P.

**NOTE:** Graduate degrees are not granted in the following departments but graduate coursework is available as supplemental study or as electives: Department of Philosophy, Department of Physics, and Department of Health Sciences

## Non-Degree Graduate-Level Certificates

*College of Applied Science and Technology*  
Dietetic Internship Graduate Certificate

(See *Family and Consumer Sciences Department for description*)

Enterprise Computing Systems Graduate Certificate  
Information Assurance and Security Graduate Certificate

Internet Application Development Graduate Certificate  
Network & Telecommunications Management Graduate Certificate

Systems Analyst Graduate Certificate  
(See *School of Information Technology for descriptions.*)

Quality Management and Analytics Graduate Certificate

Project Management Graduate Certificate  
STEM Education and Leadership Graduate Certificate  
Training and Development Graduate Certificate  
(See *Technology Department for descriptions*)

*College of Arts and Sciences*

Anthropology Geographic Information Systems Graduate Certificate (GIS)

(See *Department of Sociology and Anthropology for description*)

Biology Geographic Information Systems Graduate Certificate (GIS)

(See *School of Biological Sciences for description*)

Hydrogeology Geographic Information Systems Graduate Certificate

(See *Geography, Geology, and the Environment Department for description*)

Instructional Technology in World Languages Graduate Certificate

(See *Languages, Literatures, and Cultures Department for description*)

Social Aspects of Aging Graduate Certificate

(housed in the *Sociology & Anthropology Dept.*, courses provided by the departments of *Sociology & Psychology, and Communication Sciences & Anthropology, Family & Consumer Sciences, Psychology, and Communication Sciences & Disorders*)

Teaching English to Speakers of Other Languages Graduate Certificate (TESOL)

Teaching of Writing in High School/Middle School Post-Baccalaureate Graduate Certificate

(See *English Department for descriptions*)

Women's and Gender Studies Graduate Certificate  
(See *Women's and Gender Studies for description*)

## 14 Academic Policies and Procedures

### *College of Business*

Business Analytics Graduate Certificate  
(See *Marketing Department for description*)  
Data Scientist: Business Information Systems in  
Accounting Graduate Certificate  
Forensic Accountant Graduate Certificate  
IS Audit and Control Specialist Graduate Certificate  
(See *Accounting Department for descriptions*)  
Organizational Leadership Graduate Certificate  
(See *Management and Quantitative Methods  
Department for description*)

### *College of Education*

Behavior Intervention Specialist Graduate Certificate  
Curriculum Adaptation Specialist Graduate Certificate  
Deaf and Hard of Hearing Listening and Spoken  
Language Professional Graduate Specialization  
Certificate  
Early Intervention Vision Specialist Graduate  
Certificate  
Multiple Disabilities Specialist Graduate Certificate  
Technology Specialist Graduate Certificate  
Transition Specialist Graduate Certificate  
Director of Special Education Post-Master's Graduate  
Certificate  
(See *Special Education Department section for  
descriptions*)  
General Administrative Certification in Educational  
Administration Post-Master's Graduate Certificate  
Superintendent Endorsement in Educational  
Administration Post-Master's Graduate Certificate  
Chief School Business Official Post-Master's  
Graduate Certificate (CSBO)  
Teacher Leader Post-Baccalaureate Certificate  
(See *Educational Administration and  
Foundations Department section for descriptions*)  
Library Information Specialist Post-Baccalaureate  
Certificate  
(See *School of Teaching and Learning for  
description*)

### *Mennonite College of Nursing*

Family Nurse Practitioner Post-Master's Certificate  
School Nurse Graduate Certificate

## Graduate Licensure Programs

See the Cecilia J. Lauby Teacher Education Center  
website [Education.IllinoisState.edu/teacher/](http://Education.IllinoisState.edu/teacher/) for  
information on teacher education licensure.

## Academic Policies and Procedures

### University Policy Manual

See, [policy.illinoisstate.edu/](http://policy.illinoisstate.edu/)

## *Absence of Student Due to Religious Beliefs*

(a) In this Section, "institution of higher learning" has  
the meaning ascribed to that term in the Higher  
Education Student Assistance Act.

(b) Any student in an institution of higher learning,  
other than a religious or denominational institution  
of higher learning, who is unable, because of his or  
her religious beliefs, to attend classes or to  
participate in any examination, study, or work  
requirement on a particular day shall be excused  
from any such examination, study, or work  
requirement and shall be provided with an  
opportunity to make up the examination, study, or  
work requirement that he or she may have missed  
because of such absence on a particular day;  
provided that the student notifies the faculty  
member or instructor well in advance of any  
anticipated absence or a pending conflict between a  
scheduled class and the religious observance and  
provided that the make-up examination, study, or  
work does not create an unreasonable burden upon  
the institution. No fees of any kind shall be charged  
by the institution for making available to the student  
such an opportunity. No adverse or prejudicial  
effects shall result to any student because of his or  
her availing himself or herself of the provisions of  
this Section.

See, <https://policy.illinoisstate.edu/conduct/1-1-6.shtml>

## *Deficiencies*

Approved 11/6/86

When an applicant has been accepted, the  
department/school will indicate any courses that  
may be required to remove undergraduate  
deficiencies. The department/school also may  
specify certain graduate courses which will be  
required in addition to those listed in the catalog and  
will designate which, if any, of these courses may be  
used in meeting requirements for the degree.

## *Good Standing*

Approved 12/5/96, revised 12/10/99, revised  
10/16/2012; edited 2/17/15

A student must remain in good standing during the  
entire enrollment in graduate studies at the  
University. Good standing includes maintaining a  
minimum 3.0 cumulative graduate GPA, satisfying  
any program-specific requirements for good  
standing, and making satisfactory progress to

degree. Students who fail to meet this requirement will either be dismissed from graduate studies or placed on academic probation by the Graduate School.

### *Probation*

A student may be placed on probation for a time period not to exceed 9 credit hours. A student who fails to return to good standing by the end of this recommended time will be dismissed from graduate studies. A student must be in academic good standing to be admitted to candidacy for a degree to graduate.

### *Course Registration*

Help with registration may be obtained at [Registrar.IllinoisState.edu](http://Registrar.IllinoisState.edu) or the Registrar Service Center, in 107 Moulton Hall, or by calling (309) 438-2188. For office hours, visit the University Registrar website above. Registration may be accomplished during the advance registration period or the additional registration periods prior to the start of the semester.

### *Academic Load*

Approved 2/23/95; Updated 9/19/02; edited 2/6/03, 8/7/03

Students are considered full time if they register for 9 or more hours during the fall and spring semesters and 6 or more hours in the summer session. A student may register for no more than 15 hours in the fall and spring semester. In the 12-week summer session the maximum load is 12 semester hours. Fees for Student Health Insurance are automatically assessed for full-time students only. Student fees are assessed on a per hour basis. For graduate students in their final semester or on a 9-12 month internship, who have completed all coursework, and whose culminating experiences include thesis/dissertation or internships related to certification/accreditation, a full-time academic load would consist of at least one hour of thesis/dissertation or professional practice credit. Fees for Student Health Insurance will not automatically be assessed for these students. Students who desire the "1 credit hour equals full time" designation must be approved for that designation by their graduate coordinator, who will contact the Graduate School for registration.

If a student holds an assistantship the academic class load is 9 hours in the fall and spring semesters. A graduate assistant in their last semester of graduate studies who needs fewer than 9 hours to complete the degree must have a Graduate Assistant Course Load Waiver Request

approved before the beginning of the last semester by his or her graduate advisor and by the Graduate School. Graduate assistants taking more than 12 hours must have the approval of their graduate advisor.

Subject to departmental or school approval, master's students writing theses who have completed all of their coursework and the 4-6 hours of Thesis (499) may either register for:

one or more hours of Thesis (499), depending on the student's need to be considered a full time student or to make up for continuous registration deficiencies; or

499A90 if the student is in the last semester of the program. 499A90 may be taken one time and is considered full time.

Subject to departmental/school approval, doctoral candidates who have completed all of their coursework and the 15 hours of Doctoral Research (599) may either register for:

one or more hours of Doctoral Research (599), depending on the student's need to be considered a full time student or to make up for continuous registration deficiencies; or

599A90 if the student is in the last semester of the program. 599A90 may be taken one time and is considered full time.

Note: Graduate assistants registering for fewer than 9 hours in fall or spring, or fewer than 6 hours in summer, will not have the insurance fee automatically assessed. Those graduate assistants must apply for the insurance through their student account on [My.IllinoisState.edu](http://My.IllinoisState.edu) before the fifteenth calendar day of each semester and the eighth calendar day of the summer session to pay premiums or within 15 days of the assistantship start date.

To be eligible to purchase university insurance a student will need to register for regular Master's Thesis (499) or Doctoral Research (599) hours.

### *Auditing Privileges*

Approved 11/6/86

A student may register as an auditor in a class or classes if facilities are available. A class taken under the audit option does not count toward a degree; it does not count toward full-time student status for financial aid and other purposes, nor does it count toward total hours enrolled in determining registration priority. Students auditing a class will be charged all applicable tuition and fees. An auditor is expected to attend regularly. A student may register as an auditor in a class or classes if space is available. To audit, a student must obtain a Request for Auditor registration form from the Registrar

Service Center or download it at [Registrar.IllinoisState.edu](http://Registrar.IllinoisState.edu), request the instructor sign it and return the signed form to the Registrar Service Center.

### *Grading System*

Approved 2/15/90; Revised 9/19/02

Instructors assign a letter grade in each course for which the student is registered and are responsible for correcting any error in grading. The grade point equivalents are 4 for A, 3 for B, 2 for C, 1 for D, and 0 for F. Courses completed at this University with grades below C will not count toward a graduate degree or certificate, but all grades of D and F in graduate courses at this University will be included in computing the cumulative grade point average. (See Repetition of Course Requirements section below.) Graduate courses are not available on Passing/Not Passing (P/NP). Credit/No Credit (CR/NC) is provided only where approval through the curricular process has been obtained.

### *Incomplete Grade*

An incomplete (I) will be assigned to a student who is doing passing work but finds it impossible, because of reasons beyond her or his control (such as illness), to complete the required work by the end of the term. The student must have attended class to within three weeks of the close of the semester or to within one week of the close of the summer session. Exceptions to this policy may be granted by the University Registrar. Students will not be allowed to graduate with an incomplete on their record.

### *Deferred Credit*

Approved 11/6/86

Deferred credit (DE) is always given in research and performance courses leading to a thesis, dissertation or exhibition. Credit will be given when the student satisfactorily completes all requirements for the program. Deferred credit (DE) is not used in computing the cumulative grade point average.

### *Repetition of Course(s)*

Approved 10/10/02; Revised by Academic Senate 12/10/03; Edited 3/19/04; Edited 5/1/06

If a student completes a course or drops a course after the tenth day of classes receiving a grade of WX, he or she may repeat that course once. For students receiving a letter grade of B, C, D, or F the

course repetition must occur at Illinois State University. When a course has been repeated at Illinois State University, the most recent grade (A, B, C, D, F, WX) that the student earns will replace the previous grade in the cumulative GPA calculation. A grade of WX will not replace the previous grade. The previous grade will not be removed from the student's transcript, and only the credit hours from the last attempt can be used toward meeting minimum hourly requirements toward degree completion. Requests for a third or subsequent enrollment for a course are initiated with the student's advisor. The advisor then reviews the request and forwards it to the Graduate School for review and a decision. Students repeating a course to improve their GPA should be aware that many professional and graduate schools recalculate GPAs to include all courses attempted. This regulation does not apply to general courses (See Colleges, Departments, Schools, and Course Offerings). Some courses may be taken for credit more than once. These courses are indicated in the catalog by "multiple enrollments allowed" or "multiple enrollments allowed up to a maximum of x hours," and these courses are exempt from the repeat policy stated above and grades cannot be replaced. For courses such as these, a separate grade is recorded for each enrollment and each grade (A, B, C, D, or F) is counted toward the student's GPA. Later grades do not replace earlier grades for courses of this type.

### *Missing Grade*

A missing grade (M) is assigned when no grade has been received after the grade submission deadline has passed. For graduating students, a missing grade must be removed at least six weeks before December or May commencement or two weeks before August graduation. Instructors must file a grade change form as students will not be allowed to graduate with a missing grade on their record.

### *Disciplinary Hold*

A student may not graduate with a disciplinary hold on his or her record.

### *50 Percent Rule*

Based on Higher Learning Commission Accreditation requirements, all master's degree programs require a minimum of 50 percent of the non-thesis credit hours applied to the degree to be 400-level courses or above.

### *New Start Policy*

Approved 3/23/89, revised 12/9/99

Students who leave an Illinois State graduate degree program and return to Illinois State to pursue a different graduate degree may begin the new degree program with a new graduate GPA calculated from the point of their readmission to the Graduate School as long as (1) the student is admissible to the new graduate program at Illinois State and meets all the criteria established by the Graduate School; (2) the student has not enrolled at Illinois State University for a period of at least three years; and (3) the New Start provision is approved by the new department or school at the time of readmission.

Graduate courses taken prior to being readmitted to the Graduate School will not apply or count toward the graduate program for the new degree. Students may exercise the "New Start" option only once and must follow the re-entry catalog. Such students will have "New Start" indicated on their transcript.

### *Undergraduates Taking Graduate Courses for Graduate Credit*

Approved 2/15/90, edited 10/16/06

Undergraduates can take graduate courses for graduate credit if they (1) are in their final semester, (2) have no more than twelve hours of undergraduate coursework to complete, and (3) have been admitted conditionally into a graduate degree program at Illinois State. Total registration cannot exceed fifteen hours in that semester. Students must graduate at the end of that academic term to receive graduate credit for the courses taken. An exception is made when students must schedule professional practice/internship/student teaching requirements during their final semester. In such cases, qualified students may register for graduate courses during the academic term preceding the semester in which the professional practice/internship/student teaching requirements are met.

All coursework taken for graduate credit must be approved by the department or school and the Graduate School BEFORE students register. A form titled, "Approval for Graduate Credit for Senior Admitted to a Graduate Major" is available in the Graduate School for this purpose (209 Hovey Hall). Coursework will count toward a graduate degree only if a student qualifies under the above criteria. Coursework taken for graduate credit cannot count toward a bachelor's degree except under the provisions of integrated bachelor's/master's degree and accelerated master's degree programs. This opportunity is also extended to last semester

seniors of other universities who find it possible to take graduate work at this University while completing requirements for the bachelor's degree on their own campuses. Interested students should write to the Graduate School for further information. Such graduate courses cannot be used in meeting bachelor's degree requirements on their own campuses.

### *Transfer of Degree Programs*

A transfer from one degree program to another requires approval by the receiving and departing department or school. Approval must be received from the department or school student wishes to transfer prior to withdrawal from current program. The transfer program will update the student's program code on Campus Solutions and notify the Registrar's Office of the program change.

### *Withdrawal and Dropped Courses Policy*

[policy.illinoisstate.edu/students/2-1-14.shtml](http://policy.illinoisstate.edu/students/2-1-14.shtml)

### *University Withdrawal Dates*

If you drop a course or withdraw from Illinois State University, your charges for tuition, mandatory fees, and outreach fees will be adjusted based on the date of the course drop or withdrawal: See [studentaccounts.illinoisstate.edu/withdrawal/](http://studentaccounts.illinoisstate.edu/withdrawal/) for additional information.

### *Academic Dishonesty*

[deanofstudents.illinoisstate.edu/conflict/conduct/code/academic.php](http://deanofstudents.illinoisstate.edu/conflict/conduct/code/academic.php)

### *Degree Audit*

A degree audit documents courses, credit hours, grades and other degree requirement specifics. The degree audit is to be completed no later than the beginning of the last semester in which the student is enrolled prior to graduation. The due dates are posted on the Graduate School website. A student cannot graduate without an approved degree audit on file.

Once an option has been approved on the formal degree audit, it can be changed only with approval of the student's academic advisor. However, when a degree audit is submitted to the Graduate School in the semester of anticipated completion, it can be changed only with written approval of the academic advisor and the Graduate School.

The degree audit form is available at [Grad.IllinoisState.edu/students/forms](http://Grad.IllinoisState.edu/students/forms).

### *Applying for Degree/Certificate Completion*

Approved 11/6/86, edited 9/5/03

Students must meet all requirements for their curriculum. A graduate student must apply for degree completion before the deadlines for each session as specified by the Graduate School. At the time application is made, the degree completion fee must be paid. Applications for students who fail to meet degree completion requirements for a specific session are cancelled, and the students must reapply for a later session. The application for degree completion is available at [Grad.IllinoisState.edu/students/forms](http://Grad.IllinoisState.edu/students/forms).

Students completing a certificate program must complete the application for completion of a non-degree graduate level certificate program available at [Grad.IllinoisState.edu/students/forms](http://Grad.IllinoisState.edu/students/forms).

### *Commencement*

Approved 12/16/92; updated 4/25/02

Degrees are conferred, and diplomas awarded after the close of each semester and summer session. Commencement is held twice each year at the end of each fall and spring semester. Participation is voluntary.

Graduate students who complete degree requirements during the fall semester participate in commencement exercises in December; students who complete degree requirements during the spring semester (masters and doctoral) or at the close of the summer session (master's only) participate in commencement exercises in May.

Doctoral students who complete degree requirements in the summer session who wish to participate in a commencement exercise may only do so in the following December commencement.

All doctoral students must complete all requirements for the degree to participate in Commencement exercises.

Certificate students do not participate in University commencement ceremonies except by agreement of the College which sponsors the academic unit.

### *Limitation of Credit for General Courses*

There are limitations to the number of courses that may be taken. They include but are not limited to:

1. Candidates for a master's degree may

present no more than 9 total hours of credit from general courses 393, 397, 400, 493, and 498. Candidates for the MFA may present no more than 15 total hours of credit from general courses.

2. Professional Practice 498 cannot constitute more than 20 percent of the hours applied for degree completion.
3. Master's degree students may only take a maximum of 6 credit hours from 400 Independent Study.
4. Students may transfer up to 9 credit hours from another university if they meet the requirements outlined on the Transfer of Credit form.
5. A visiting student may use up to 12 credit hours toward a degree once they are admitted into the program.
6. Fifty percent of all non-thesis hours must be at the 400 level and above
7. All 300 level courses used towards a graduate level certificate or degree must be approved for graduate level credit. Graduate Standing is a prerequisite on Course Finder.
8. Departments may offer 393, 397, 429XX, 493 and 498 on a CR/NC basis with approval in advance by the department or school and the Graduate School. CR/NC courses cannot be computed in the GPA. To count towards a degree program, CR/NC courses must be approved through the curricular process.

### **General Courses:**

**The *Repetition of Course Requirements* section in this catalog does not apply to General courses.**

### **389 SELECTED STUDIES**

#### **1-6 sem. hrs.**

Experimental and interdepartmental courses providing content not offered within the framework of courses approved for inclusion in the catalogs. For descriptions of the courses offered each semester contact the department or school advisor or visit the University website [Illinois.State.edu](http://Illinois.State.edu).

### **393 WORKSHOP\***

#### **1-6 sem. hrs.**

Advanced workshop for juniors, seniors and graduate students. Credit will be given by the

department or school offering the workshop. See statement on limitation of credit above.

### **397 INSTITUTE\***

**1-9 sem. hrs.**

Federal- and state-sponsored institutes or similar short-term programs requiring treatment of subject matter of a special nature or for special groups. See statement on limitation of credit above.

### **399 STUDENT TEACHING**

**1-16 sem. hrs.**

A special procedure allows student teaching to be available for graduate credit for selected graduate students seeking first-time teacher licensure while matriculating in a graduate degree program. Offered through Clinical Experiences and Certification Processes. Not for credit toward a graduate degree.

### **400 INDEPENDENT STUDY\***

**1-4 sem. hrs.**

A maximum of six hours may be applied toward a master's degree. Intensive study in a special area of the advanced student's interest under a qualified member of the faculty. Each individual investigation is to culminate in a comprehensive written report and/or examination. Open only to graduate students who have completed considerable work in a degree program, who are in good academic standing, and who have demonstrated ability to profit from independent study. A written proposal approved by the faculty member, the student's advisor, and the department chairperson or school director is required prior to registration. See the statement on limitation of credit above.

### **429XX PROFESSIONAL DEVELOPMENT WORKSHOP**

**1-6 sem. hrs.**

Intensive and applied workshop for graduate students. Designed as an opportunity for updating skills and knowledge and intended primarily for teachers and other in-service professionals. Credit will be given by the department or school offering the workshop. Not for credit toward a graduate degree program.

### **489 ADVANCED STUDY**

**1-6 sem. hrs.**

Advanced coursework not offered within the framework of existing departmental or school courses. For a description of courses offered each semester contact the department or school advisor or visit the University website [IllinoisState.edu](http://IllinoisState.edu). Experimental courses and courses cutting across departmental and school lines may be offered as advanced studies.

### **493 WORKSHOP\***

**1-6 sem. hrs.**

Intensive and applied workshop for graduate students. Designed as an opportunity for acquiring advanced knowledge and intended primarily for teachers and other in-service professionals. Credit will be given by the department or school offering the workshop. See statement on limitation of credit.

### **498 PROFESSIONAL PRACTICE\***

**1-9 sem. hrs.**

Supervised work experience in local, state, national, and international businesses, agencies, institutions, and organizations. The experience is planned, administered, and supervised at the departmental level and coordinated through Professional Practice. If the site is in an educational agency or institution, the placement must be approved by the Office of Clinical Experiences and Certification Processes. Written objectives and modes of evaluation shall be approved by the faculty supervisor and department chairperson or school director prior to the beginning of the semester. In a degree program, **Professional Practice 498 cannot constitute more than 20 percent of the hours applied for degree completion.** Open only to graduate students who have completed considerable work in a degree program, who are in good academic standing, and who have demonstrated ability to profit from professional practice experience. See the statement on limitation of credit. All departments and schools that wish to offer 498 Professional Practice must have a curriculum proposal approved by the Graduate School and Professional Practice prior to use.

### **498A90**

For graduate students in their final semester or in a 9-12 month internship, who have completed all course work, and whose culminating experience includes an internship related to licensure/accreditation, a full-time academic load consists of at least 1 hour of 498A90. The 498A90 may be desirable to students who need to maintain full-time enrollment for financial aid status. Students who desire the "1 hour equals full time" designation must be approved for that designation by their graduate coordinator. This option may only be used one time.

### **499 INDEPENDENT RESEARCH FOR THE MASTER'S THESIS**

**1-6 sem. hrs.**

A student electing the thesis option must take from four to six hours of 499. While registration beyond six hours may be permitted for the convenience of the student, he or she may not count more than a total of six hours of 499 among the hours required

for the master's degree. Multiple enrollments allowed up to a maximum of 6 credit hours.

**499A90**

For graduate students in their final semester who have completed all course work and whose culminating experience includes a thesis, a full-time academic load would consist of at least 1 hour of 499A90. The 499A90 may be appropriate for students who need to maintain full-time enrollment for financial aid status. Students who desire the "1 hour equals full time" designation must be approved for that designation by their graduate coordinator. This option may only be used one time.

**500 INDEPENDENT STUDY\***

**1-4 sem. hrs.**

A maximum of twelve hours may be applied toward the Master of Fine Arts and the Doctoral degree. Intensive study in a special area of the advanced student's interest under a qualified member of the faculty. Each individual investigation is to culminate in a comprehensive written report and/or examination. Open only to graduate students who have completed considerable work in a degree program, who are in good academic standing, and who have demonstrated ability to profit from independent study. A written proposal approved by the faculty member, the student's advisor, and the department chairperson or school director is required prior to registration. See statement on limitation of credit above.

**589 ADVANCED DOCTORAL STUDY**

Doctoral-level course work under a qualified member of the graduate faculty, in subject matter not offered within the framework of existing departmental or school courses. For a description of courses offered each semester contact the department or school advisor or visit the University website: [IllinoisState.edu](http://IllinoisState.edu).

**598 PROFESSIONAL PRACTICE**

**1-9 sem. hrs.**

Supervised work experience in local, state, national, and international businesses, agencies, institutions, and organizations. The experience is planned, administered, and supervised at the departmental or school level and coordinated through Professional Practice. If the site is in an educational agency or institution, the placement must be approved by the Office of Clinical Experiences and Certification Processes. Written objectives and modes of evaluation shall be approved by the faculty supervisor and department chairperson or school director prior to the beginning of the semester. Open only to doctoral students. All departments and

schools that wish to offer 598 Professional Practice must have a curriculum proposal approved by the Graduate School and Professional Practice prior to use.

**598A90**

For graduate students in their final semester or in a 9-12 month internship, who have completed all course work, and whose culminating experience includes an internship related to certification/accreditation. A full-time academic load consists of at least 1 hour of 598A90. The 598A90 may be desirable to students who need to maintain full-time enrollment for financial aid status. Students who desire the "1 hour equals full time" designation must be approved for that designation by their graduate coordinator. This option may only be used one time.

**599 DOCTORAL RESEARCH**

**1-15 sem. hrs.**

Research involving the gathering of data to form the basis of the doctoral dissertation. For further information refer to the appropriate degree in the section on Programs of Study and Degrees Granted. Multiple enrollments allowed.

**599A90**

For graduate students in their final semester who have completed all course work and whose culminating experience includes a dissertation, a full-time academic load would consist of at least 1 hour of 599A90. The 599A90 may be appropriate for students who need to maintain full-time enrollment for financial aid status. Students who desire the "1 hour equals full time" designation must be approved for that designation by their graduate coordinator. This option may only be used one time.

**Semester Study Abroad Program**

Study abroad provides year-round orientation, consultation and advisement, and follow-ups to assist students and program directors on a continuous basis before, during and after their study abroad experience.

**Study Abroad Course**

**IDS**

**430 GRADUATE STUDY ABROAD**

**1-16 sem. hrs.**

Coursework taken outside the United States. Students should discuss study-abroad opportunities with their Graduate Advisor during the first semester in their program. Students who participate through Illinois State University's Study Abroad will be

evaluated for ISU graduation requirements, such as residency hours. Multiple enrollments allowed. May not be taken P/NP. Prerequisite: A minimum of 24 hours completed prior to departure.

NOTE: Consult with an advisor in International Studies for additional information.

## Master's Degrees

### *Degrees Offered*

Master's degrees are offered for the Master of Arts (M.A.), Master of Science (M.S.), and several professional master's degrees. The M.A. and M.S. degrees focus on methodology and practice of research and scholarship in the discipline. The M.A. and M.S. degrees require a minimum of 30 semester hours, a final examination or culminating experience, and, in some fields, a thesis reflecting original scholarship or research.

**Master of Business Administration:** Requirements for this degree are listed in the section devoted to the College of Business.

**Master of Science:** Refer to departments and schools for specific requirements.

**Master of Science in Education:** The Master of Science in Education degree may be awarded to students who have met the requirements as designated in the individual departments or school in the College of Education. Refer to departments for specific requirements.

**Master of Music and Master of Music Education:** Requirements for these degrees are listed in the School of Music section.

**Master of Fine Arts (Art and Theatre):** Requirements for these degrees are listed in the school sections of this catalog and also under the heading of Master of Fine Arts.

**Master of Social Work:** See school section for information.

**Master of Science in Nursing:** See Mennonite College of Nursing section for information.

**Integrated Bachelor of Science/Master of Professional Accountancy:** See department section for information.

### *Master of Arts Degree Requirements*

Approved 12/3/98, edited 3/29/05, 3/22/16

The Master of Arts degree is awarded to a student who has completed an appropriate degree program and met the foreign language requirement for this degree at the college level. This requirement may be met by:

1. Completing a minimum of four semesters (or its equivalent) in one foreign language. The requirement may be met by earning a

grade of C or better (or Credit or Pass) in the courses at either the graduate or undergraduate level.

2. Obtaining a satisfactory score on a university administered language examination approved by the Graduate School available in French, German, or Spanish at the University College Office. For additional information visit [registrar.illinoisstate.edu/testing-services/mape/](http://registrar.illinoisstate.edu/testing-services/mape/).
3. Students whose native language is not English may, with departmental or school approval, petition the Graduate School to substitute proficiency in the English language as fulfillment of the language requirement. Proficiency is met by achieving the university minimum total score on TOEFL or IELTS exams.
4. Students wishing to use American Sign Language as the language requirement may do so if they have completed 4 semesters of ASL for credit at an accredited college or university (no adult education courses). Proficiency may also be tested but requires the use of an outside consultant. A fee will be assessed if a proficiency test is needed.
5. Other methods as determined by the department or school with approval by the Graduate School.

### *Degree Options and Credit Requirements*

Edited 2/17/15

The following are the degree options, however, not all programs offer both options:

**Master's Degree with Thesis:** No more than 6 and no less than 4 semester hours for thesis research and writing may be counted toward satisfying the 30 semester hour minimum of graduate work for a master's degree with thesis. Fifty percent of all non-thesis hours must be at the 400 level and above.

**Master's Degree without Thesis:** Consists of at least 30 semester hours of graduate work and includes a Comprehensive Examination and/or a culminating requirement demonstrating a mature application of skills and knowledge (e.g., professional practice, project, colloquia, and recital).

Fifty percent of the courses completed, must be at the 400 level or higher.

### *Time Limitations*

Approved 11/6/86, Updated 3/22/01

All requirements for the degree must be completed within six calendar years, beginning with the date the student first registers as a degree student. This time limit applies to enrollment in all graduate course work in the student's program including work for which transfer credit is allowed, as well as courses taken as a visiting student if the student wants to use the courses toward a degree. A Request to Extend Time to Complete Degree Program must be completed by the student, graduate coordinator, and, if applicable, thesis chair, and submitted to the Graduate School for approval or denial. To access this form visit [Grad.IllinoisState.edu/students/forms](http://Grad.IllinoisState.edu/students/forms).

If a course taken to complete the requirements for the degree is not within the six-year period allowed for the degree program, the student's department or school may require the student to retake the course for credit or allow the student to demonstrate current knowledge and/or proficiency of the subject matter. If the latter is used, currency must be demonstrated to the satisfaction of the department or school offering the course through successful completion of an appropriate examination or other assessment if available from the department or school. Otherwise, outdated coursework must be deleted from, and other course work must be substituted in, the degree audit.

Credits more than six years old at the time of first registration into a degree program are not transferable from other institutions. Individual departments and schools may have more stringent timelines. When graduate study is interrupted by military service or other contingencies, the six year limit may be extended with the approval of both the department or school and the Graduate School.

### *Transfer Credit*

Approved 10/19/95; updated 2/24/00, 3/22/01; edited 6/27/04

Upon recommendation of the department or school where the student is enrolled and with the approval of the Graduate School, a student may present a maximum of nine semester hours of graduate credit from another college or university that is accredited by the appropriate regional accrediting association for use in meeting the requirements of the degree. Credits more than six years old at the time of first registration into a degree program are not transferable from other institutions. Transfer credit may not be used in meeting the minimum number of 400-level credit hours required for the degree. The work must not form part of a degree program

elsewhere. Under special circumstances, the Graduate School may allow a student to present a larger number of credits if recommended by the department or school. A student who plans to take work elsewhere should obtain prior approval indicating that the course or courses are appropriate to the student's curriculum at Illinois State University. Correspondence courses and independent studies are not accepted toward a degree.

To be considered for transfer of credit, a course must be taught at the graduate level and the student must have received at least a B grade in the course. In addition, a departmental or school evaluation of all courses presented is necessary prior to consideration by the Graduate School. The Request for Transfer of Credit form is at: [Grad.IllinoisState.edu/students/forms](http://Grad.IllinoisState.edu/students/forms).

### *Residency Requirements*

Approved 11/19/87

Except in the School of Art and Department of Communication Sciences and Disorders, a candidate for a master's degree is not required to complete a residency requirement. For specific requirements of the department or school refer to the department or school program description.

### *Admission to Candidacy*

Approved 11/19/87; edited 2/17/15

To be admitted to candidacy for the master's degree the student must have: a) a Degree Audit on file in the Graduate Office, b) completed all deficiencies, c) a minimum G.P.A. of 3.0 in graduate course work at Illinois State, and d) a copy of the thesis proposal approval form on file in the Graduate School if choosing a thesis option.

### *Master's Comprehensive Examination*

Approved 4/14/88; edited 2/17/15; edited 9/19/17; edited 4/24/18

For the comprehensive examination option, a comprehensive examination must be taken by each student before receiving the master's degree. The content, process, scheduling, administration, and evaluation of the examination (oral, written, performance, or otherwise) are to be determined by each department and school. To apply for comprehensive examinations a student must:

- a) be in good standing in a program,
- b) have a Degree Audit on file in the department or school,

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- c) not be on academic probation, and
- d) have a cumulative GPA of at least 3.0 at the time of the examination.

The following procedures apply to the comprehensive exam:

- A student who fails the examination must wait until the next academic term before repeating the entire examination unless there are reasons that make an exception advisable. Exceptions must be requested from the Graduate School in writing by the student and advisor/chair/director.
- Students who have twice failed the examination are not to repeat the exam unless they have completed further study as prescribed by the department chair or school director.
- Comprehensive examinations may not be administered more than three times to individual students.
- Department chairs and school directors are to notify students, by letter, of examination results within thirty days from the examination date.
- A copy of this letter is to be sent to the Graduate School. (If it is a student's second failure, recommendations for further study and appropriate warning of the situation are to be included in the letter.)
- The Graduate School must receive the results from the department or school no fewer than 10 working days before the date of graduation.
- After the first and second failure of comprehensive examination, the student can petition the department/school to repeat the comprehensive examination.
- At the point of the third failure of comprehensive examination, the department/school will recommend to the Graduate School that the student be dismissed from the degree program.

### *Master's Thesis Option*

Approved 12/11/86

The student electing the thesis option must register for a minimum of four and a maximum of six hours of 499, Master's Thesis. Any student using the services of the academic faculty, staff, or the facilities of the University must be registered for the semester or term during which the services are rendered or the facilities are used including the thesis defense. Also, to register for 499 the student must actually be working on the subject under the direction of the advisor or thesis chairperson. No grade will be given for the course but credit will be entered on the student's record after the final thesis is uploaded to ProQuest and finalized by the

Graduate School. No credit for 499 may be given to a student who does not complete a thesis.

### *Master's Thesis Committee*

Approved 12/11/86; Revised 4/22/04

A thesis is written under the direction of a thesis committee appointed in a manner specified by the department or school. The committee normally consists of three or more members of the Graduate Faculty but shall not be fewer than two members. The committee chairperson and a majority of the committee shall be full members of the Graduate Faculty from the department or school in which the degree program is located. An associate member may co-chair a thesis with a full member. Proposed committee members who are not members of the Illinois State University Graduate Faculty must be approved by the Director of Graduate Studies. See the "Graduate Committee Information" section on the "Proposal Approval Form" to indicate the faculty who need approval to serve on the committee. A student must be admitted to a degree program in the Graduate School before a thesis committee can be appointed.

### *Thesis Proposal*

Approved 2/18/99, updated 2/18/99

The Thesis Proposal, including the title, scope, and design, must be approved by the student's thesis committee at the proposal hearing. The Thesis Proposal Approval Form should be completed after the successful proposal hearing and submitted and approved by the Graduate School before a student is admitted to candidacy to embark on thesis research. Institutional policy also requires that all research proposals involving human subjects be reviewed and approved by the Institutional Review Board (IRB). Research proposals involving animals must be reviewed by the Institutional Animal Care and Use Committee (IACUC). Research proposals involving biohazards must be reviewed by the Institutional Biosafety Committee (IBC).

In special situations, and only with the approval of the thesis committee, the department chair or school director or designee, and the Graduate School, students may collaborate on some aspects of the work contributing to their theses. However, each thesis submitted to the Graduate School for approval must be a unique product with the degree candidate as the sole author and with due acknowledgment of the contribution of collaborators. The individual student must demonstrate to her or his committee satisfactory command of all aspects of the work presented.

### *Thesis Acceptance*

Approved 3/23/95, edited 2/5/08; 2/17/15

A complete draft of the thesis must be uploaded to ProQuest before the "Right to Defend" will be issued to the student. For complete details on the completion of the thesis. See [grad.illinoisstate.edu/students/thesis-dissertation/plan/](http://grad.illinoisstate.edu/students/thesis-dissertation/plan/)

### *Continuous Thesis Registration*

Approved 11/14/96; edited 1/2017

After the Thesis Proposal approval form has been accepted in the Graduate School and a student has completed the courses on the approved degree audit and registered for four to six hours of 499 Master's Thesis, the student is required to maintain continuous registration until the deposit of the final thesis on ProQuest and approval of the final thesis in the Graduate School. The requirement for continuous registration may be fulfilled by maintaining registration of 1 hour of 499 each semester through the semester of degree completion. Students registering for less than 9 credit hours in fall or spring, or less than 6 credit hours in summer, will not have the insurance fee automatically assessed. See the Health Insurance website ([healthservices.illinoisstate.edu/insurance/](http://healthservices.illinoisstate.edu/insurance/)) for further information. The requirement for continuous registration does not apply during a summer term unless the student is graduating in that term. Registration for 499 may be in absentia. If circumstances prohibit continuous registration, a student must request a leave of absence from the department or school and then from the Graduate School. Any student interrupting registration without obtaining a leave of absence, upon reenrollment and/or reinstatement, must pay tuition and fees for one credit hour of 499, at the current tuition and fee rates, for each of the delinquent semesters. Any student requesting reinstatement in a degree program after a lapse of one calendar year must complete an application for readmission.

### *Two Simultaneous Master's Degrees*

Approved 11/6/86, revised 9/19/17

A maximum of 12 hours of course work is allowable to count simultaneously toward two (2) master's degrees provided certain other stipulations are met. These stipulations are as follows:

1. that the student must be admitted to the second master's program prior to the completion of the first degree,

2. that all requirements for both degree programs be met within the six year time limit,
3. that a particular thesis may not be used to meet the degree requirements for more than one degree, and
4. that not more than three hours of the 12 hours allowed to count toward the second degree be generated by independent study, practicum, or workshop credit.

### *Two Simultaneous Sequences*

Approved 3/22/01

Two sequences offered within the same degree program may be recognized on a student's transcript if the student is enrolled in both sequences simultaneously as part of the requirements for completing the degree program. A common core of degree requirements and common sequence requirements may be shared across both sequences subject to the following limitations:

Students must complete the requirements for both sequences before completing the degree requirements.

The requirements for the two sequences and the degree program must be completed within a six year time limit from the time of admission to the degree program.

No more than nine hours of independent study (400), workshop (493), or professional practice (498) can be shared for both sequences and the degree program.

Thesis hours may be shared by both sequences.

Students who have been awarded a graduate degree are not eligible to pursue a second sequence within the same degree program under these provisions.

## **Accelerated Master's Degree Programs**

Approved 9/19/2017

Accelerated master's degree (AMD) programs offer high achieving students the opportunity to complete their bachelor's degree and master's degree with one additional year of study. Students will take both graduate and undergraduate classes during their senior year and seamlessly transition into their master's degree program for one additional year.

Students admitted into an accelerated master's degree program may count a maximum of twelve (12) hours of course work towards both the

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bachelor's degree and master's degree. The coursework requires approval of the academic advisor. Courses must be at the 400 level or be a dual credit 300 level course in which the student completes graduate student requirements as outlined in the syllabus. Although a maximum of twelve (12) hours may be shared, some programs have lower limits. Students will complete all degree requirements in both degrees.

### *Admission Requirements*

Bachelors/Masters programs are designed to enhance the opportunities for advanced training for ISU's most talented undergraduates. Admission to these programs must be highly competitive and will depend upon a positive review of credentials by the program's admission's committee. Accordingly, the admission requirements for these programs are higher than those required if the master's degree were pursued entirely after the receipt of the bachelor's degree. Minimum requirements include:

- Declared undergraduate major
- Junior based on credit hours earned
- A minimum cumulative GPA of 3.20 for all course work at ISU

Students not eligible for the accelerated program may apply to the master's degree program through the regular admissions process.

A student should apply for admission to the program in the first 2 months of the last semester of their junior year by submitting the department required documents. Some departments may have different deadlines for applications.

Students will receive conditional admission, pending the review of their grades at the conclusion of the semester of application. Once admitted to the Accelerated Master's Degree program, students are required to meet the academic standing requirements of the Graduate School. As long as a student remains in good standing, they will automatically be admitted as a graduate student in that program.

### *Financial Eligibility*

Students will be billed based on the degree program in which they currently exist. Students are considered to be an undergraduate student until they complete their bachelor's degree. Once completed the student becomes a graduate student and is eligible for graduate student funding.

### *Withdrawal from Accelerated Programs*

Students must complete at least one graduate course as an undergraduate to be considered in the accelerated master's degree program. If the student does not complete this course, or chooses to withdraw from the accelerated program, they will be placed back in their original degree program.

### *Application for Degree Completion*

The undergraduate and graduate degrees will be conferred separately (unlike integrated programs). Undergraduate students will apply for and follow undergraduate commencement procedures to complete their undergraduate degree. The last semester of the graduate degree program, the student will adhere to deadlines and processes for graduate degree commencement. All details of undergraduate commencement are handled in the same manner and by the same timelines as all other undergraduate students. Once in the graduate career, students abide by the graduation deadlines set forth by the Graduate School.

## **Integrated Bachelor's/Master's Degree Program**

Approved 4/22/04

An integrated degree program (B.S./M.P.A.) allows students to complete an undergraduate degree, in the same disciplinary area, within a timeframe that may be less than the traditional bachelor's and master's programs. Students take undergraduate- and graduate-level courses simultaneously beginning as early as the second semester of their junior year. Integrated degrees are normally a five- to six-year program for currently enrolled Illinois State University students. Students who wish to complete an integrated program will receive both degrees simultaneously upon completion of all program requirements for both degrees.

### *Admission Requirements*

An applicant to an integrated program must be an Illinois State University undergraduate or a transfer student with 60 hours or less. Students who have received a bachelor's degree are not eligible for admission into an integrated program except under the provisions of obtaining a second bachelor's degree.

Admission to the integrated program generally occurs by the end of the sophomore year but with no more than 66 hours of required undergraduate

coursework earned. After completing 75 undergraduate hours, the student must take any graduate standardized tests required by the program and apply for the graduate program (paying the graduate application fee). After 88 hours there is a preliminary audit of the undergraduate degree. At this time the student must have a 3.0 GPA and is eligible to enroll in graduate courses (400 level). The student remains classified as an undergraduate until 120 hours are completed, after which time they will be classified as a graduate student. Continuance in the integrated program is contingent upon meeting the minimum 3.0 GPA and other requirements needed for receiving both degrees. A department or school may establish a higher GPA for admissions and continuance.

### *Financial Eligibility*

After completing 120 undergraduate hours, the student is (a) assessed tuition and fees at the graduate level, (b) eligible for financial aid at the graduate level, and (c) eligible for graduate assistantships, scholarships, fellowships, or other types of support or recognition normally available to graduate students.

### *Exit Options*

For the integrated program, the master's with thesis (4-6 hours of 499) or master's without thesis options are utilized. The master's without thesis option includes a comprehensive examination or culminating requirement demonstrating a mature application of skills and knowledge (e.g., professional practice, project, colloquia, or recital).

### *Withdrawal from Integrated Programs*

Students contemplating withdrawal from the integrated program should contact their advisor. Students may elect to receive the bachelor's degree if they have completed the appropriate requirements. Students who elect to receive the bachelor's degree are terminated from the integrated program and are not eligible to be readmitted to or to receive an integrated degree. Students with bachelor's degree may seek admission to the regular master's program.

### *Time Limit*

Students have seven years from the time of first enrollment in courses as an integrated degree student to complete the program (both degrees). Requests for extensions will be processed through the Graduate School. Use the "Request to Extend Time to Complete Masters/Doctoral Degree

Program" form to request an extension of time available at [Grad.IllinoisState.edu/students/forms](http://Grad.IllinoisState.edu/students/forms).

### *Application for Degree Completion*

After earning 88 hours toward the bachelor's degree, and early in the semester in which completion of the master's degree program is anticipated, the student applies separately for each degree, paying the appropriate fee for each. At that time, a master's Degree Audit is submitted to the Graduate School. For the commencement ceremony, the student is listed in both the bachelor's and master's sections of the commencement booklet and, if appropriate, listed for undergraduate honors. The application to participate in commencement is part of the degree completion application and is filed with the Graduate School Office. The commencement participation form will be forwarded to the staff in the Graduation Services unit. To locate the degree completion application visit [Grad.IllinoisState.edu/students/forms](http://Grad.IllinoisState.edu/students/forms).

All policies and regulations that apply to undergraduate or graduate degree programs also apply to the integrated degree programs except as specifically differentiated in this section. The only integrated undergraduate/graduate degree program offered at this time is the Integrated Bachelor of Science (B.S.)/Master of Professional Accountancy (M.P.A.).

## **Master of Fine Arts**

### *Degrees Offered*

Offered in the School of Art and the School of Theatre and Dance, the Master of Fine Arts (M.F.A.) is a terminal degree that emphasizes theory and practice in a particular discipline of the arts.

### *Curriculum Requirements*

Approved 11/19/87

A professionally oriented program, the M.F.A. requires a minimum of 60 semester hours for a student with only a bachelor's degree or a minimum of 32 hours for a student with an earned master's degree. The total hours required for a student with an earned master's degree will be based on an evaluation of the student's portfolio and academic record. However, the final determination will not be made until the student has completed a minimum of six semester hours in the student's major area of emphasis. A candidate for the degree must demonstrate proficiency both as a practitioner and a teacher in one of several areas of emphasis listed in the Graduate Catalog.

### *Time Limitations*

Approved 11/19/87, Updated 3/22/01

All requirements for the Master of Fine Arts degree must be completed within eight calendar years, beginning with the date the student first registers as a degree student. This time limit applies to enrollment in all graduate coursework in the student's program, including work for which transfer credit is allowed. If a course taken to complete the requirements for the M.F.A. degree is not taken within the eight year period allowed for the degree program, the student's school may require the student to retake the course for credit or allow the student to demonstrate current knowledge of the subject matter. If the latter is used, currency must be demonstrated to the satisfaction of the school offering the course through successful completion of an appropriate examination or other assessment if available from the school. Otherwise, outdated coursework must be deleted from, and other coursework must be substituted in, the degree audit. Credits more than eight years old at the time of first registration into a degree program are not transferable from other institutions. When graduate study is interrupted by military service or other contingencies, the eight-year limit may be extended by the Graduate School. Use the Request to Extend Time to Complete Masters/Doctoral Degree Program form at [Grad.IllinoisState.edu/students/forms](http://Grad.IllinoisState.edu/students/forms).

### *Transfer Credit*

Approved 11/19/87, Updated 3/22/01

Credits more than eight years old at the time of first registration into a Master of Fine Arts degree program are not transferable from other institutions. The work must not form part of a completed degree program elsewhere. Under special circumstances, the Graduate School may allow a student to present a larger number of credits if recommended by the school. A student who plans to take work elsewhere should obtain prior approval indicating that the course or courses are appropriate to the student's curriculum at Illinois State University.

To be considered for transfer of credit, a course must meet the criteria outlined on the Transfer of Credit form and obtain approval from the Graduate School. The Transfer of Credit form is available at [Grad.IllinoisState.edu/students/forms](http://Grad.IllinoisState.edu/students/forms).

In the School of Art, a student can transfer no more than nine semester hours of credit from any graduate program (including a master's program in Art at Illinois State University) for use in meeting the requirements of the M.F.A. degree.

In the School of Theatre and Dance, a student who does not have an earned master's degree may present a maximum of six semester hours of credit from another college or university for use in meeting the requirements of the M.F.A. degree. However, the student may present all earned hours from a master's program in Theatre at Illinois State for use in meeting these requirements. A Theatre student who has an earned master's degree must earn a minimum of 32 hours in the M.F.A. program at Illinois State University.

### *Residency Requirement*

Approved 11/19/87

A student without an earned master's degree must complete a residency requirement of at least four semesters with at least two of them being full-time, consecutive semesters. A student with an earned master's degree must complete a residency requirement of at least two full-time, consecutive semesters. Summer session may be counted toward the two consecutive semester requirement only in the School of Theatre and Dance.

### *Admission to Candidacy*

Approved 11/19/87

In order to be admitted to candidacy, the student without an earned master's degree must have completed 24 hours of graduate study at Illinois State University or two semesters of full-time resident study.

The student with an earned master's degree must have completed 12 hours of graduate study at Illinois State University or one semester of full-time resident study. All students must have a grade average of B or better with no more than 5 (6 in Theatre) hours below a grade of B.

Before becoming a candidate for the M.F.A. in Art the student must pass a candidacy review that includes approval of the following items: portfolio of studio work, final Degree Audit, and proposal for the Supportive Statement (an exhibition-related written project).

Before becoming a candidate for the M.F.A. in Theatre the student must have a Degree Audit on file with the Graduate School and pass a qualifying examination which is administered by the student's M.F.A. portfolio committee. Admission to candidacy, which usually occurs in the final semester, must be satisfied before the student is allowed to schedule an exit portfolio presentation. The Degree Audit form is available at [Grad.IllinoisState.edu/students/forms](http://Grad.IllinoisState.edu/students/forms).

## *Academic Advisors*

Approved 11/19/87

In the School of Art, the student in the pre-candidacy phase of the program selects a major advisor with the help of the Graduate Coordinator/Director. With the help of the major advisor the student selects a candidacy review committee of three members. The chairperson of this committee must be from the student's major area of emphasis. Normally, the candidacy review committee continues as the student's graduate committee during the candidacy phase of the program.

In the School of Theatre and Dance the director, in consultation with faculty whom the director deems appropriate, will select the candidate's Portfolio Committee. The committee chairperson must come from the student's major area of emphasis.

## **Doctor of Philosophy**

The Doctor of Philosophy degree is designed for the preparation of individuals competent in research and scholarly inquiry whose career objectives are generally in research, teaching, consultation, or leadership roles in universities, colleges, institutes, educational agencies or private practice.

### *Minor Fields*

Approved 4/14/88

A doctoral student may select a minor field (or fields) of study. The selection and composition of a minor field (or fields) must have the approval of the Graduate School and the major and minor departments. A minor field may, under certain circumstances, be in the same department or school as a major field.

### *Curriculum Requirements*

A doctoral degree is not granted on the basis of a student having successfully completed a certain number of courses, but upon evidence of scholarly attainment as demonstrated especially by competence in research.

### *Time Limitations*

Approved 4/14/88, Updated 3/22/01

All requirements for a doctoral degree, including the dissertation, must be completed by the end of eight calendar years beginning with the date the student first registers as a doctoral degree student. This time limit applies to enrollment in all graduate coursework in the student's program. If a course

taken to complete the requirements for the doctoral degree is not taken within the eight-year period allowed for the degree program, the student's department may require the student to retake the course for credit or allow the student to demonstrate current knowledge of the subject matter. If the latter is used, currency must be demonstrated to the satisfaction of the department offering the course through successful completion of an appropriate examination or other assessment if available from the department. Courses from other institutions falling outside the limitation of time may not be used in a graduate program. When graduate study is interrupted by military service or other contingencies, the eight-year limit may be extended by the Graduate School. A Request to Extend Time to Complete Graduate Degree Program must be completed by the student, graduate coordinator/director, and if applicable, dissertation chair, and submitted to the Graduate School for approval or denial. The Request to Extend Time to Complete Graduate Degree form is available at [Grad.IllinoisState.edu/students/forms](http://Grad.IllinoisState.edu/students/forms).

### *Residency Requirement*

Approved 4/23/92; updated 9/19/02

Full-time residency, for the purposes indicated above, consists of at least two terms. A term is one semester or a summer session of at least eight weeks.

Departments and schools may add additional residency requirements to the minimum.

Full time residency is defined as at least nine semester hours of coursework during a semester or six semester hours during a summer session. Departments and schools may develop other options for meeting the residency requirement through the curricular process. Once a residency option is approved, it shall appear in the departmental or school section of the graduate catalog.

Each student will file a Declaration of Residency for approval of the department prior to entering into residency. The department or school will verify the completion of residency and then file the declaration with the Registrar's Office. Any exceptions to the above requirements must have the approval of the department/school and the Graduate School.

### **Purposes of a Doctoral Residency:**

To orient and prepare graduate students to meet academic expectations and engage in activities that are associated with involvement in a scholarly environment within a community of scholars as they pursue their doctoral degree.

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To engage and stimulate the intellectual, personal, and social development of graduate students in the process of inquiry.

### *Admission to Candidacy*

Approved 4/14/88

A doctoral student will be admitted to candidacy after: (a) a Degree Audit has been submitted to the Graduate School and approved, (b) the comprehensive/preliminary examination has been successfully completed and reported to the Graduate School, (c) the research tool requirement has been met, and (d) the dissertation proposal has been approved by the dissertation committee and by the Graduate School (the form is available on the Graduate School website).

The Degree Audit form is available at [Grad.IllinoisState.edu/students/forms](http://Grad.IllinoisState.edu/students/forms).

### *Comprehensive/Preliminary Examination*

Approved 4/14/88; edited 2/17/15; edited 9/19/17; edited 4/24/18

The comprehensive/preliminary examination is written, or, written and oral. It is also concerned with the student's professional competence and ability to undertake independent research. The content, process, scheduling, administration, and evaluation of the examination is to be determined by each department and school. To apply for comprehensive examinations a student must:

1. be in good standing in a program, and
2. have a Degree Audit on file in the department or school,
3. not be on academic probation,
4. and have a cumulative GPA of at least 3.0 at the time of the examination.

A student who fails the examination must wait until the next academic term before repeating the entire examination unless there are reasons that make an exception advisable. Exceptions must be requested from the Graduate School in writing by the student and advisor/director. Students who have twice failed the examination are not to repeat the exam unless they have completed further study as prescribed by the department chair or school director. Comprehensive examinations may not be administered more than three times to individual students. Department chairs and school directors are to notify students, by letter, of examination results within thirty days from the examination date.

A copy of this letter is to be sent to the Graduate School. (If it is a student's second failure, recommendations for further study and appropriate warning of the situation are to be included in the letter.) At the point of the third failure of comprehensive examination, the department or school will recommend to the Graduate School that the student be dismissed from the degree program.

The Graduate School must receive the results from the department or school within 5 working days of notifying the student.

### *Registration for Dissertation Work*

Approved 12/11/86

Fifteen semester hours of 599 Doctoral Research are required for the doctoral degree. Any student using the services of the academic staff or the facilities of the University must be registered for the semester or term during which the services are rendered or facilities are used. Also, to register for 599 the student must actually be working on the research under the direction of the advisor or dissertation chairperson.

### *Continuous Registration*

Approved 11/14/96

Once admitted to candidacy in a doctoral degree program, as defined by the Admission to Candidacy policy, and after the student has completed all coursework on the Degree Audit and the required number of hours (15) of 599 Doctoral Research, the student is required to maintain continuous registration until the deposit of the final dissertation in ProQuest and approval of the dissertation in the Graduate School. The requirement for continuous registration may be fulfilled by maintaining registration in 1 hour of 599 each semester through the semester of degree completion. (Students registering for less than 9 credit hours in fall or spring, or less than 6 credit hours in summer, will not have the insurance fee automatically assessed. (See the [Health Insurance website](#) for further information.) The requirement for continuous registration does not apply during a summer term unless the student is graduating in that term. Registration for 599 may be in absentia. If circumstances prohibit continuous registration a student must request a leave of absence from the department and then from the Graduate School. Any student interrupting registration without obtaining a leave of absence, upon reenrollment and/or reinstatement, must pay tuition and fees for one credit hour of 599, at the current tuition and fee rates, for each of the delinquent semesters. Any student requesting reinstatement in a degree

program after a lapse of one calendar year must complete an application for readmission.

### *Dissertation Committee*

Approved 4/23/92; revised 4/22/04

A dissertation is written under the direction of a dissertation committee appointed in a manner specified by the department. The committee must consist of three (3) members from within the department and may include additional internal or external members at the department's discretion. The chair and a majority of the committee shall be full members of the Graduate Faculty from the department in which the degree program is located. Proposed committee members who are not members of the Illinois State University Graduate Faculty must be approved by the Director of Graduate Studies. See the "Graduate Committee Information" section on the [Proposal Approval Form](#) to indicate the faculty that need approval to serve on the committee. All committee members must have terminal degrees. The Proposal Approval form is available at [Grad.IllinoisState.edu/students/forms](http://Grad.IllinoisState.edu/students/forms).

### *Dissertation Proposal*

Approved 12/11/86, updated 2/18/99

The student is required to file a Proposal Approval Form with the department or school and with the Graduate School for approval before embarking on dissertation research. Institutional policy also requires that all research proposals involving human subjects be reviewed by the Institutional Review Board (IRB). Research proposals involving animals must be reviewed and approved by the Institutional Animal Care and Use Committee (IACUC). Research proposals involving biohazards must be reviewed by the Institutional Biosafety Committee (IBC). The dissertation for the doctorate must involve independent research and an original contribution to knowledge. See [RSP.IllinoisState.edu](http://RSP.IllinoisState.edu).

### *Dissertation Acceptance*

Approved 3/23/95, edited 2/5/08; 2/17/15

A complete draft of the dissertation must be uploaded to ProQuest before the "Right to Defend" will be issued to the student. For complete details on the completion of the dissertation. See [grad.illinoisstate.edu/students/thesis-dissertation/plan/](http://grad.illinoisstate.edu/students/thesis-dissertation/plan/)

### *Academic Advisor*

Approved 4/14/88

Each department is responsible for advising each student upon admittance to the program and informing the student of the source of this assistance. The student's Degree Audit must have the approval of appropriate departmental or school officials and the Graduate School and should be submitted early in the student's program. For a complete listing of each program's graduate coordinator(s) or director(s) please visit [Grad.IllinoisState.edu/Faculty/Coordinators/](http://Grad.IllinoisState.edu/Faculty/Coordinators/)

### **Doctor of Education**

The Doctor of Education degree is designed for the preparation of practitioners competent in identifying and solving complex educational problems and who have the ability to understand and conduct research in their field. The career objectives of program graduates generally lie in areas of education at any academic level.

For information on Academic Advisor, Minor Fields, Purposes of a Doctoral Residency, Time Limitations, Course Requirements, Comprehensive/Preliminary Examination, Admission to Candidacy, Registration for Dissertation Work, Continuous Registration, Dissertation Committee, Dissertation Acceptance, Dissertation Proposal, see the Doctor of Philosophy section.

### *Research Tool Requirement for an Ed.D.*

Approved 10/15/98

Candidates are expected to have developed research competencies appropriate to doctoral candidates in their fields. These involve proficiencies in quantitative and/or qualitative research and may include such areas as statistics, measurement and evaluation, and field studies/ethnography.

### **Doctor of Audiology**

For information on the Doctor of Audiology, refer to the Communication Sciences and Disorders Department section of this catalog.

### **Doctor of Nursing Practice**

For information on the Doctor of Nursing Practice, refer to the Nursing Department section of this catalog.

## Specialist in School Psychology

The Specialist in School Psychology degree is offered in the Department of Psychology in the College of Arts and Sciences. Approved 1991. The Specialist in School Psychology degree requires the completion of a minimum of 60 semester hours of graduate level course work including practicum experiences; a full-time, nine-month internship in a school setting, and completion of a thesis or non-thesis option. The thesis option requires a minimum of 4 semester hours of PSY 499 credit. The non-thesis option requires 4 semester hours of an applied research experience in School Psychology.

Students must maintain a grade point average of at least 3.0 throughout their graduate training. Additionally, no more than 9 semester hours with grades of "C" are permissible.

Students must present, exclusive of Thesis 499 or the applied research experience, not less than 30 hours of 400-level course work.

### *Credit Requirements*

Approved 1991, rev 3/03, edited 6/05; 2/17/15

The S.S.P. degree requires the completion of a minimum of 60 semester hours of graduate level coursework including practicum experiences; a thesis or applied research experience in school psychology and a full-time internship in a school setting.

### *Deficiencies*

Approved 1991

When an applicant has been accepted, the department will indicate any courses that may be required to remove undergraduate deficiencies. The department also may specify certain graduate courses which will be required in addition to those listed in the catalog and will designate which, if any, of these courses may be used in meeting requirements for the degree.

### *Time Limitations*

All requirements for the S.S.P. degree must be completed within six calendar years, beginning with the date the student first registers as a Specialist in School Psychology degree student. See Master's Degree Time Limitations section for complete policy. The form is available at [Grad.IllinoisState.edu/students/forms](http://Grad.IllinoisState.edu/students/forms).

### *Transfer Credit*

Approved 1991, updated 3/22/01

Upon recommendation of the department and with the approval of the Graduate School, a student may present a maximum of nine semester hours of graduate credit from another college or university that is accredited by the appropriate regional accrediting association for use in meeting the requirements of the S.S.P. degree. See entire policy under Master's Transfer Credit section.

### *Admission to Candidacy*

To be admitted to candidacy for the S.S.P. degree the student must have a minimum grade point average of 3.0 in graduate coursework at Illinois State, completed all deficiencies, successful completion of PSY 402 or a Thesis Proposal Approval form for PSY 499, on file in the Graduate School, if a thesis is the culminating experience for the specialist program, and an approved Degree Audit on file in the Graduate School.

### *Registration for Thesis Work*

Approved 1991

The student under the thesis option must register for four hours of 499 Thesis. Any student using the services of the academic staff or the facilities of the University must be registered for the semester or term during which the services are rendered or the facilities are used. Also, to register for 499 the student must actually be working on the subject under the direction of the advisor or thesis chairperson. No grade will be given for the course but credit will be entered on the student's record at the time the approved thesis is deposited in the Graduate School Office. No credit for 499 may be given to a student who does not complete a thesis.

### *Continuous Registration - SSP*

Approved 11/14/96

After the Thesis Proposal approval form has been accepted in the Graduate School and a student has completed the courses on the approved Degree Audit (formerly Plan of Study) and registered for four hours of 499 Thesis, the student is required to maintain continuous registration. The requirement for continuous registration may be fulfilled by registering for Thesis 499.00. The requirement for continuous registration does not apply during a summer term unless the student is graduating in that term. Registration for 499.00 may be in absentia. If circumstances prohibit continuing registration a student must request a leave of absence from the

department and then from the Graduate School. Any student interrupting registration without obtaining a leave of absence must pay tuition for one credit hour of 499.00 for each of the delinquent semesters upon reenrollment and/or reinstatement. Any student requesting reinstatement in a degree program must complete an application for readmission. (See also Academic Load for Graduate Assistant insurance information.)

### *Thesis Committee*

Approved 1991; Revised 4/22/04

A thesis is written under the direction of a thesis committee appointed in a manner specified by the department. The committee normally consists of three or more members of the Graduate Faculty, but shall not be fewer than two members. The chair and a majority of the committee shall be Full Members of the Graduate Faculty from the department in which the degree program is located. Associate Members may co-chair a thesis with a Full Member. Proposed committee members who are not members of the Illinois State University Graduate Faculty must be approved by the Director of Graduate Studies. A student must be admitted to a Specialist degree program in the Graduate School before a thesis committee can be appointed.

### *Thesis Proposal*

Approved 1991

The Proposal for Research, including the title, scope, and design, must be approved by the student's thesis committee before a student is admitted to candidacy. The student is required to file an approved Proposal for Research with the department at a time and in a manner specified by the department. Institutional policy requires that all research involving human subjects be reviewed and approved by the Institutional Review Board (IRB). Research involving animals must be approved by the Institutional Animal Care and Use Committee (IACUC). Research involving biohazards must be reviewed by the Institutional Biosafety Committee (IBC). A copy of the Thesis Proposal approval form shall be deposited in the Graduate School Office by the early part of the semester or term in which completion of the S.S.P. degree is expected, according to the deadlines published by the Graduate School.

### *Thesis Acceptance*

A complete draft of the thesis must be uploaded to ProQuest before the "Right to Defend" will be issued

to the student. For complete details on the completion of the dissertation. See [grad.illinoisstate.edu/students/thesis-dissertation/plan/](http://grad.illinoisstate.edu/students/thesis-dissertation/plan/)

## **Graduate Certificates**

Approved 11/29/01

Graduate-level certificates are graduate courses of study approved by an academic unit designed to provide professional development and career advancement opportunities, to broaden career options, or to enhance an individual's skills or education as part of the process of life-long learning. These certificates are not part of degree programs, although courses completed as part of a certificate curriculum could be used in meeting degree requirements, where appropriate.

A non-degree graduate certificate student is one who has been formally admitted by a department or school to a specific course of study leading to a certificate. There are two types of non-degree graduate certificates.

**Post-Baccalaureate Graduate Certificate:** Requires a minimum of nine semester hours of graduate courses beyond the baccalaureate degree, but fewer hours than a master's degree.

**Post-Master's Graduate Certificate:** Requires a minimum of 24 semester hours of graduate courses beyond the master's degree, but fewer hours than a doctoral degree.

### *Admission*

An applicant for a course of study leading to a Graduate or Post-Baccalaureate Certificate must have a bachelor's degree from a four-year college or university that is accredited by the appropriate regional accrediting association, or its equivalent as determined by the Graduate School. For a Post-Master's Certificate, the applicant must have a master's degree from a college or university that is accredited by the appropriate regional accrediting association, or its equivalent as determined by the Graduate School. Applicants must also meet the specific requirements stipulated by the academic unit offering the certificate.

### *Academic Advisor*

A Graduate, Post-Baccalaureate, or Post-Master's certificate course of study shall have a designated coordinator or director assigned by the academic

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unit chair that is sponsoring the certificate to advise students and confirm completion of the certificate requirements.

For a complete listing of each certificate program's graduate coordinator(s) or director(s) please visit [Grad.IllinoisState.edu/Faculty/Coordinators](http://Grad.IllinoisState.edu/Faculty/Coordinators).

### *GPA Minimum*

In order to be awarded the certificate, a student must have a minimum graduate GPA of 3.0 in the set of courses required for the certificate.

### *Time Limitations*

All requirements for a graduate level certificate must be completed within six calendar years, beginning with the date the student first registers as a graduate level certificate student. This limitation applies to enrollment in all graduate coursework for the certificate including work for which transfer credit is allowed. Refer to the time limitation regulation for master's degrees for additional criteria which would apply.

### *Transfer of Credit*

No more than 40 percent of coursework hours required can be transferred from other accredited institutions to satisfy the certificate requirements.

### *Additional Requirements and Information*

Students must complete the same prerequisites or have the equivalent experiences as graduate degree candidates to enroll in specific courses.

No differentiation in course requirements will exist between graduate certificate courses and graduate degree courses.

Students seeking a graduate level certificate are subject to the academic policies and regulations indicated in this catalog. There will not be university recognition of graduate level certificate completion as part of the degree commencement activities except by agreement of the College whose academic unit sponsors the certificate.

The granting of a graduate level certificate will appear on the University transcript.

### *Eligibility for Financial Aid, Assistantships, or Fellowships*

Certificate students are not eligible for graduate assistantships or fellowships intended for degree-

seeking students nor federal financial aid. Graduate tuition waivers are granted at the discretion of the awarding unit.

### *Use of Courses in Degree Programs*

Courses taken as part of a graduate certificate can be counted towards a master's degree following degree grading criteria if the courses are appropriate for the specific degree program, and are taken within an approved time frame.

Admission to a Degree Program: Individuals in a graduate-level certificate program who wish to apply to a degree program will go through the usual admissions process for a master's degree, using the usual documentation (transcripts, standardized scores, etc.).

## **College of Applied Science and Technology – Curriculum**

**Dean:** Todd McLoda

**Interim Associate Dean:** Cara Rabe-Hemp

The College of Applied Science and Technology offers graduate programs that are designed to provide advanced preparation for professional and technical positions in education, community agencies, government, business, and industry. Graduate education is focused on the integration of advanced knowledge and theory into focused application and inquiry.

The College offers the Master of Science degree in Agriculture, Criminal Justice Sciences, Family and Consumer Sciences, Information Technology, Kinesiology and Recreation, and Technology. The Departments of Criminal Justice Sciences and Family and Consumer Sciences also offer Master of Arts degrees. Descriptions and requirements of these programs are outlined in the copy that follows.

## *Agriculture (AGR)*

**125 Ropp, (309) 438-5654**

**Agriculture.IllinoisState.edu**

**Chairperson:** Robert Rhykerd

### **Programs Offered**

M.S. degree in Agriculture with sequences in Agribusiness, Agriscience, and Agriculture Education and Leadership.

### **Program Requirements**

Full-time students should expect to take at least two years to complete the master's program once they have completed any deficiency coursework.

Each sequence has a thesis and non-thesis option. Required core courses for the degree program are: AGR 403, 445, and 497. **All master's degree programs require a minimum of 50 percent of the non-thesis credit hours applied to the degree to be 400-level courses or above.**

### **Agribusiness Sequence:**

This 37 hour sequence requires:

- 7 hour required core: AGR 403, 445, and 497
- 6 hours: MBA 430 and MBA 421;
- 3 hours of business courses selected from MBA 411, 412, 416, 427, 440, 450; MKT 431-
- 9 hours of advanced agribusiness courses selected from AGR 418, 420, 422 or 424
- Plus Option 1 or 2
- Students who completed a limited number of business courses as undergraduates may be required to take some or all of the following Pre-MBA courses in accounting, statistics, economics, management, marketing, finance, and business law. Foundation courses cannot be presented for use in the Agriculture degree program.

Students with non-business undergraduate degrees may have to complete Pre-MBA Program courses before enrolling in MBA core courses. The responsibility for demonstrating prior academic coverage of the material at the appropriate level rests with the student, and should be completed at least one month prior to the beginning of the first semester of course work. Proficiency exams are available for the Pre-MBA Program courses. A person may take each proficiency exam only once.

### **Option I—Thesis:**

- the degree requirements listed above
- 6 hours of Master's Thesis (AGR 499)
- 6 hours of electives

### **Option II—Non-thesis:**

- the degree requirements listed above
- a synthesizing experience consisting of three hours of Independent Study (AGR 400) under the direction of a major advisor and with the approval of an advisory committee.
- 9 hours of electives
- pass a comprehensive written/oral examination

**Elective Courses:** The following Department of Agriculture courses are acceptable to satisfy the elective courses requirement of the Agribusiness Sequence: AGR 304, 305, 306, 312, 313, 314, 315, 317, 318, 319, 320, 324, 352, 353, 355, 357, 363, 372, 375, 380, 381, 383, 386, 400, 418, 420, 422, 424, 492 or coursework of interest from pertinent departments approved by the student's committee.

Additional 300-level graduate electives may come from the Departments of Accounting; Finance, Insurance and Law; Management and Quantitative Methods; and Marketing. (Agribusiness students may earn no more than 12 credits from 400-level courses in the College of Business.) 300- and 400-level graduate electives may come from the Department of Economics (excluding ECO 401).

### **Agriscience Sequence:**

This 36 hour sequence requires:

- 7 hour required core: AGR 403, 445, and 497
- 3 hours: BSC 490
- plus Option I or II

### **Option I—Thesis:**

- the degree requirements listed above
- 6 hours of Master's Thesis (AGR 499)
- 20 hours of electives selected from the list below

### **Option II—Non-thesis:**

- the degree requirements listed above
- a synthesizing experience consisting of three hours of Independent Study (AGR 400) under the direction of a major advisor and with the approval of an advisory committee
- 23 hours of electives selected from the list below
- pass a comprehensive written/oral examination

**Elective courses:** the following courses are acceptable to satisfy the elective courses requirement of the Agriscience Sequence: AGR 304, 305, 306, 317, 352, 353, 355, 356, 357, 363, 372, 375, 380, 381, 492; BSC 301, 321, 335, 336, 415, 425; CHE 344, 444; GEO 303, 304, 305, 360, 380, 386 or coursework

of interest from pertinent departments approved by the student's committee.

**Concentrations:** Students selecting the Agriscience Sequence may elect an Animal Science, Agronomy, or Horticulture concentration. Students may choose courses from the following lists for each concentration.

- Animal Science: AGR 317, 363, 372, 375, 380, 381, 386, 492; BSC 321, 416; CHE 344, 444; FCS 332.
- Agronomy: AGR 304, 305, 306, 355, 356, 357, 363, 492; BSC 301, 335, 336; GEO 303, 304, 305, 360, 380.
- Horticulture: AGR 352, 353, 355, 356, 357, 358, 363, 492; BSC 301, 335, 336.

**Agricultural Education and Leadership Sequence:**

Students who completed a limited number of Agricultural Education or education courses as undergraduates may be required to take undergraduate foundation courses as a prerequisite. Foundation courses cannot be presented for use in the Agricultural Education and Leadership degree program.

This 36 hour sequence requires:

- 7 hour required core: AGR 403, 445, and 497
- 14 hours of agriculture electives
- 9 hours from Teaching and Learning, Technology, or other coursework identified by the students' graduate committee as relevant to the area of interest
- plus Option I or II

**Option I—Thesis:**

- the degree requirements listed above
- 6 hours of Master's Thesis (AGR 499)

**Option II—Non-thesis:**

- the degree requirements listed above
- a synthesizing experience consisting of three hours of Independent Study (AGR 400) under the direction of a major advisor and with the approval of an advisory committee.
- 3 hours of electives from the list below
- pass a comprehensive written/oral examination

**Elective Courses:** The following Department of Agriculture courses are acceptable to satisfy the elective courses requirements of this sequence: AGR 304, 305, 306, 312, 313, 314, 315, 317, 318, 319, 320, 340, 352, 353, 355, 356, 357, 363, 372, 375, 380, 381,

383, 418, 420, 422, 424, 492. Additional graduate electives may come from Teaching and Learning (TCH 401, 402, 407, 409, 411, 430, 432, 450, 453, 473, 478) and/or Technology (TEC 310, 406, 407, 408, 423, 424, 425, 430, 431, 432) or coursework of interest from pertinent departments approved by the student's committee.

**Agriculture Courses:**

[coursefinder.illinoisstate.edu/directory/agr/](http://coursefinder.illinoisstate.edu/directory/agr/)

**All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

## *Criminal Justice Sciences (CJS)*

441 Schroeder East, (309) 438-7626  
CriminalJustice.IllinoisState.edu

**Chairperson:** Brent Teasdale

### **Programs Offered**

M.A., M.S. degree in Criminal Justice Sciences

### **Program Requirements**

The Department offers both thesis and culminating research options for completion of the master's degree.

All master's degree programs require a minimum of 50 percent of the non-thesis credit hours applied to the degree to be 400-level courses or above.

**Option I—Thesis:** This 33 hour option requires:

- 15 hours: 401, 440, 497, 499 (6 hours)
- 18 hours of electives selected with the cooperation of the student's mentor and the approval of the graduate advisor. The electives will be selected from appropriate graduate course offerings in Criminal Justice Sciences, Sociology, Politics and Government, and other departments. Courses at the 300 level may be taken only with the approval of the graduate advisor.

**Option II—Culminating Research Project:** This 36 hour option requires:

- 12 hours: CJS 400, 401, 440, 497
- 24 hours of electives from appropriate graduate course offerings in Criminal Justice Sciences, Sociology, Politics and Government, and other departments. Courses at the 300 level may be taken only with the approval of the graduate advisor.

### **Internship in Criminal Justice Sciences**

Each student working toward a Master's degree in Criminal Justice Sciences may enroll in the internship course (CJS 498). The student will be required to work in a criminal justice agency throughout the semester. The internship provides the student with the opportunity to integrate classroom theory with practical experience. The program is designed to acquaint the graduate student with managerial principles and problems, so that he or she will be better qualified to assume management positions in criminal justice. Students will normally not be approved for enrollment in an internship prior to completion of sixteen graduate hours. The department has a full-time internship coordinator who arranges

placement, provides supervision, and evaluates student performance.

**Criminal Justice Sciences Courses:**

[coursefinder.illinoisstate.edu/directory/cjs/](http://coursefinder.illinoisstate.edu/directory/cjs/)

**All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

## Family and Consumer Sciences (FCS)

110 Turner Hall, (309) 438-2517  
FCS.IllinoisState.edu

Interim Chairperson: Jeff Clark

### Programs Offered

M.A., M.S. degrees in Family and Consumer Sciences with sequences in Family and Consumer Sciences and Dietetic Internship, a concentration in Child Life, and a graduate certificate in Social Aspects of Aging.

### Program Requirements

Each sequence and concentration has a thesis and non-thesis option. For students choosing the non-thesis option, a scholarly project will be required that will be determined by the graduate coordinator in conjunction with the graduate faculty. Required core courses include: FCS 401, 445, and 497. All master's degree programs require a minimum of 50 percent of the non-thesis credit hours applied to the degree to be 400-level courses or above.

A career option leading to general administrative endorsement with emphasis in vocational education is offered in cooperation with the Department of Educational Administration and Foundations through Agriculture, Business Education and Administrative Services, Family and Consumer Sciences, and Technology departments. Students interested in the vocational emphasis should (a) see the Department chairperson and (b) submit an Intent to File for Licensure form in the Office of Clinical Experiences and Certification Processes. All students who plan to receive certification for the State of Illinois via an approved Illinois State program must file official forms and follow specific procedures. Licensure is not given automatically at the completion of specific coursework or degree program.

### Family and Consumer Sciences Sequence:

This sequence has a thesis and non-thesis option.

**Option I—Thesis:** Students selecting this 32 hour option will complete the follow degree requirements:

- 9 hour core: FCS 401, 445, and 497
- 4 hours: FCS 499
- 19-20 hours of electives with at least 16 hours in Family and Consumer Sciences

**Option II—Non-Thesis:** Students selecting this 39 hour option will complete the follow degree requirements:

- 9 hour core: FCS 401, 445, and 497

- 30 hours of electives, at least 20 hours in Family and Consumer Sciences

Accelerated Master's Degree in Family and Consumer Sciences: High achieving students who graduated with a degree in ISU's Accelerated FCS undergraduate program are allowed to apply up to 12 hours of approved graduate courses to both the undergraduate and graduate degrees.

### Dietetic Internship Sequence:

Illinois State University offers an accredited Dietetic Internship program (21-month program) as a sequence in the M.S. in Family and Consumer Sciences. The thesis option is 33 hours, and the non-thesis option is 39 hours.

**Option I—Thesis:** Students selecting this 33 hour option will complete the follow degree requirements:

- 9 hour core: FCS 401, 445, and 497
- 11 hours: FCS 417, 420, 402 (2 hours, repeated for a total of 4 hours)
- 6 hours of Internship Rotations: FCS 498
- 3 hours of electives
- 4 hours: FCS 499

**Option II—Non-Thesis:** Students selecting this 39 hour option will complete the follow degree requirements:

- 9 hour core: FCS 401, 445, and 497
- 11 hours: FCS 417, 420, 402 (2 hours, repeated for a total of 4 hours)
- 6 hours of Internship Rotations: FCS 498
- 13 hours of electives

Successful completion of the master's degree requirements, in conjunction with the supervised practice experience, are required to earn the ACEND Verification Statement necessary for applying to take the national registration examination. The graduate dietetic internship (MS and Certificate program) at Illinois State University is accredited by the Accreditation Council for Education in Nutrition and Dietetics of the Academy of Nutrition and Dietetics, 120 South Riverside Plaza, Suite 2190, Chicago IL 60606-6995; (312) 899-0040, ext. 5400.

### Dietetic Internship Graduate Certificate

(Non-degree seeking, supervised practice only)

The Dietetic Internship offers a 10-credit hour Certificate Program. Upon successful completion of the supervised practice experience, students earn the

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ACEND Verification Statement necessary for applying to take the national registration examination.

### **Certificate Requirements:**

- 10 hours: FCS 402 (2 credits; repeated for a total of 4) and FCS 498 (3 credits; repeated for a total of 6).

### **Child Life Concentration:**

The Department offers a concentration in Child Life at the master's degree level. The Family and Consumer Sciences graduate program is registered with the Association for Child Life Professionals. An individual plan of study which is based on prior coursework at the baccalaureate level will be developed by each student in consultation with the Child Life Director and department graduate coordinator. Minimum requirements include successful completion of department master's degree requirements, coursework to meet guidelines as required to sit for the child life certification exam, and a child life internship at an approved hospital, under supervision by a certified child life specialist. Because Child Life is a concentration and not a sequence, it will not be listed on the student's transcript.

### **Graduate Certificate in Social Aspects of Aging**

A multidisciplinary program designed to offer a limited number of academically and professionally oriented graduate experiences in aging. The graduate certificate is located within the Department of Sociology and Anthropology in cooperation with the Departments of Family and Consumer Sciences, Health Sciences, Psychology, and Communication Sciences and Disorders. For admission requirements and other information, please see the Department of Sociology and Anthropology section.

### **Family and Consumer Sciences Courses:**

[coursefinder.illinoisstate.edu/directory/fcs/](http://coursefinder.illinoisstate.edu/directory/fcs/)

### **All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

*Health Sciences (HSC)*

**305 Felmley Hall, (309) 438-8329**  
**HealthSciences.IllinoisState.edu**

**Chairperson:** Chris Grieshaber

**Programs Offered**

Graduate degrees are not granted in the Department of Health Sciences, but coursework is available as supplemental study or electives.

**Health Sciences Courses:**

[coursefinder.illinoisstate.edu/directory/hsc/](http://coursefinder.illinoisstate.edu/directory/hsc/)

**All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

## *Information Technology (IT)*

**202 Old Union Hall, (309) 438-8338**  
**IT.IllinoisState.edu**

**School Director:** Mary Elaine Califf

### **Programs Offered**

M.S. in Information Systems with sequences in: Geographic Information Systems, Internet Application Development, Network and Security Management, and Systems Development. Graduate certificates are offered in: Information Assurance and Security, Internet Application Development, Network and Telecommunications Management, and Systems Analyst. -

### **Program Requirements**

Within each sequence the student may choose to complete a 36 semester hour thesis option, a 39 semester hour project option, or a 39 semester hour course option. This degree assumes an undergraduate knowledge base in information technology, which students with computer-related undergraduate degrees will typically have acquired. Students lacking sufficient background will need to complete fundamental courses before enrolling in the Information Systems core courses.

All master's degree programs require a minimum of 50 percent of the non-thesis credit hours applied to the degree to be 400-level courses or above.

Students lacking sufficient background should expect to complete some or all of the following courses with a grade of B or better: IT 250 Fundamentals of Information Assurance and Security, IT 254 Hardware and Software Concepts, IT 261 Systems Development I, IT 275 Java as a Second Language OR IT 168 Structured Problem Solving Using the Computer AND IT 178 Computer Applications Programming, IT 276 Data Communications, IT 378 Database Processing. The graduate coordinator will determine specific requirements.

The MS in Information Technology has a 21 hour core requirement: IT 351 or 357, 377, 432, 463, 478, 496, and 497

- IT 497, must be taken during the first year in the program.

### **Geographic Information Systems Sequence:**

**Option I—Thesis:** This 36 hour sequence requires:

- 21 hour core: IT 432, IT 478, IT 351 or 357, IT 497, IT 377, IT 463, IT 496
- 6 hours: IT 499 Master's Thesis
- 6 hours: GEO 303, 304
- 3 hours: GEO 488 or IT 467

**Option II—Project:** This 39 hour sequence requires:

- 21 hour core: IT 432, IT 478, IT 351 or 357, IT 497, IT 377, IT 463, IT 496
- 6 hours: IT 494 Master's Project
- 6 hours: GEO 303, 304
- 6 hours: 2 of the following: GEO 305, 488; IT 341, 353, 467

**Option III—Courses:** This 39 hour sequence requires:

- 21 hour core: IT 432, IT 478, IT 351 or 357, IT 497, IT 377, IT 463, IT 496
- 3 hours: ENG 349
- 6 hours: GEO 303, 304
- 3 hours: IT 495, Capstone
- 6 hours: 2 of the following: GEO 305, 488; IT 341, 353, 467

### **Internet Application Development Sequence:**

**Option I—Thesis:** This 36 hour sequence requires:

- 21 hour core: IT 432, IT 478, IT 351 or 357, IT 497, IT 377, IT 463, IT 496
- 6 hours: IT 499 Master's Thesis
- 9 hours: IT 353, 354, 358

**Option II—Project:** This 39 hour sequence requires:

- 21 hour core: IT 351 or 357, 432, IT 478, IT 497, IT 377, IT 463, IT 496
- 6 hours: IT 494 Master's Project
- 9 hours: IT 353, 354, 358
- 3 hours: 1 of the following: IT 368, 467, 468, 485

**Option III—Courses:** This 39 hour sequence requires:

- 21 hour core: IT 432, IT 478, IT 351 or 357, IT 497, IT 377, IT 463, IT 496
- 3 hours: ENG 349
- 9 hours: IT 353, 354, 358
- 3 hours: IT 495, Capstone
- 3 hours: 1 of the following: IT 368, 467, 468, 485

### **Network and Security Management Sequence:**

**Option I—Thesis:** This 36 hour sequence requires:

- 21 hour core: IT 432, IT 478, IT 351 or 357, IT 497, IT 377, IT 463, IT 496
- 6 hours: IT 499 Master's Thesis
- 6 hours: IT 450, 477
- 3 hours: 1 of the following: IT 351, 357, 370, 374, 376, 379, 381

**Option II—Project:** This 39 hour sequence requires:

- 21 hour core: IT 432, IT 478, IT 351 or 357, IT 497, IT 377, IT 463, IT 496
- 6 hours: IT 494 Master's Project
- 6 hours: IT 450, 477
- 6 hours: 2 of the following: IT 351, 357, 370, 374, 376, 379, 381

**Option III—Courses:** This 39 hour sequence requires:

- 21 hour core: IT 432, IT 478, IT 351 or 357, IT 497, IT 377, IT 463, IT 496
- 3 hours: ENG 349
- 6 hours: IT 450, 477
- 3 hours: IT 495, Capstone
- 3 hours: 2 of the following: IT 351, 357, 370, 374, 376, 379, 381

**Systems Development Sequence:**

**Option I—Thesis:** This 36 hour sequence requires:

- 21 hour core: IT 432, IT 478, IT 351 or 357, IT 497, IT 377, IT 463, IT 496
- 6 hours: IT 499 Master's Thesis
- 6 hours: IT 467, 468
- 3 hours: 1 of the following: IT 341, 368, 485

**Option II—Project:** This 39 hour sequence requires:

- 21 hour core: IT 432, IT 478, IT 351 or 357, IT 497, IT 377, IT 463, IT 496
- 6 hours: IT 494 Master's Project
- 6 hours: IT 467, 468
- 6 hours: 2 of the following: IT 341, 368, 485

**Option III—Courses:** This 39 hour sequence requires:

- 21 hour core: IT 432, IT 478, IT 351 or 357, IT 497, IT 377, IT 463, IT 496
- 3 hours: ENG 349
- 6 hours: IT 467, 468
- 3 hours: IT 495, Capstone
- 6 hours: 2 of the following: IT 341, 368, 485

**Graduate Certificate Programs**

The School of Information Technology offers several graduate certificate programs. The certificates are designed for individuals who would like to gain specialized knowledge in one of the areas of the certificates without the commitment of completing an entire degree program. The certificate programs provide students with focused studies and exposure to the very latest topics and trends in the IT industry and

various opportunities for career advancement. Courses completed as part of the certificates may also be counted towards the requirements of the Master of Science in Information Systems with official admission to the graduate program. Students must apply for the certificate before beginning coursework.

**Enterprise Computing Systems Graduate Certificate**

The Enterprise Computing Systems graduate Certificate is designed for IT professionals who are interested in pursuing further professional development in the mainframe-based large scale enterprise computing systems area. This certificate program prepares students to apply computing system development and integration knowledge to large scale enterprise systems.

Three courses, IT 330, 332, and 392 are required to earn the certificate. *Prerequisites: IT 225 or 254, IT 261, or consent of the graduate advisor.*

**Information Assurance and Security Graduate Certificate**

The Information Assurance and Security Graduate Certificate is designed for IT professionals who are interested in continuing education in methodologies and tools necessary for protecting information and information systems. The certificate provides an in-depth study of protecting the confidentiality, availability, and integrity of information using technology, people, and policy.

Three core courses, IT 351, 357 and 450 are required to earn the certificate. *Prerequisites: IT 250, IT 261 and IT 276 or consent of the graduate advisor.*

**Internet Application Development Graduate Certificate**

The Internet Application Development Graduate Certificate is designed to provide a specialized education in emerging technologies for students who seek further studies in Web development. The certificate is intended to prepare students to meet the growing demand for qualifications in this field.

Two core courses, IT 353, 354, and one of IT 358, 467, 468, or 485, are required to earn the certificate. *Prerequisites: IT 261 and 276 or consent of the graduate advisor.*

**Network and Telecommunications Management Graduate Certificate**

The Network and Telecommunications Management Graduate Certificate is designed for IT professionals who are interested in pursuing further professional development in the Telecommunications and

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Networking area. This certificate program prepares students to better understand different network and telecommunications technologies and management methodologies.

Two core courses, IT 381 and 477 and one of IT 376 or 377 are required to earn the certificate. Prerequisite: IT 276 or consent of the graduate advisor.

### **Systems Analyst Graduate Certificate**

The Systems Analyst Graduate Certificate is designed for IT professionals who are interested in pursuing further professional development in the Systems Analyst area. This certificate program prepares students to better understand different information systems development methodologies and develop the skills to manage information systems projects.

Three courses, IT 432, 463, and 478, are required to earn the certificate. Prerequisites: IT 261 and 378 or consent of the graduate advisor.

### **Information Technology Courses**

Beginning with the 2016-2018 Graduate Catalog, 300-level Information Technology courses are no longer designated with .05 after the number. Only 300-level courses approved for graduate credit may be counted toward a graduate program.

#### **Information Technology Courses:**

[coursefinder.illinoisstate.edu/directory/it/](http://coursefinder.illinoisstate.edu/directory/it/)

#### **All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

## *Kinesiology and Recreation (KNR)*

250 McCormick Hall, (309) 438-8661

KinRec.IllinoisState.edu

School Director: Dan Elkins

### **Programs Offered**

M.S. in Kinesiology and Recreation includes sequences in Applied Community and Economic Development, Athletic Training, Biomechanics, Exercise Physiology, Physical Education Pedagogy, Psychology of Sport and Physical Activity, Recreation Administration, and/or Sport Management.

### **Program Requirements**

The Master of Science degree is a 33 hour program and consists of a 6 hour research core (KNR 497, 445\*), 21-24 hours of additional graduate-level coursework, and either 6 hours of Master's Thesis (KNR 499) or a minimum of 3 hours of a culminating experience (KNR 400 or 498). Since sequences are available in Kinesiology and Recreation, a plan of study is individually developed through faculty-student advisement. The plan of study must include 24 hours of Kinesiology and Recreation courses (including the research core). All master's degree sequences require a minimum of 50 percent of the non-thesis credit hours applied to the degree to be 400-level courses or above. Specific requirements for each sequence are detailed below.

\*The 6 hour research core for the Physical Education Pedagogy sequence consists of KNR 418 and 497.

### **Applied Community and Economic Development Sequence:**

The Applied Community and Economic Development (ACED) sequence is for returned Peace Corps Volunteers and students with equivalent domestic or international experience with other agencies.

This 33 hour sequence requires:

- 6 hour core: KNR 445 & 497
- 12 hours: KNR 381, 400, 466 or 475, and 473 or 474
- 15 hours: ACED core ECO/POL/SOC 478, ECO 490A04, POL/SOC 470, and POL/SOC 477; KNR 498A30 or 498A90 (5 hours--the sequence ends with a required 11-month internship arranged through the Stevenson Center)

### **Athletic Training Sequence:**

This 33 hour sequence requires:

- 6 hour core: KNR 445 & 497
- 18 hours: KNR 484, 486, 487, 490, 494, 496
- 3-6 hours in a cognate area approved by the athletic training sequence coordinator

a culminating experience consisting of either a 6-hour thesis or 3 hours of independent study

### **Biomechanics Sequence:**

This 33 hour sequence requires:

- 6 hour core: KNR 445 & 497
- 12 hours: KNR 342, 352, 482 & 490
- 6-9 hours in a cognate area approved by the biomechanics faculty advisor
- a culminating experience consisting of either a 6-hour thesis or 3-6 hours of independent study and/or professional practice

### **Exercise Physiology Sequence:**

This 33 hour sequence requires:

- 6 hour core: KNR 445 & 497
- 15 hours: KNR 415, 451, 457, 480, 481
- 6-9 hours in a cognate area approved by the exercise physiology faculty advisor
- a culminating experience consisting of either a 6-hour thesis or 3-6 hours of independent study

**Physical Education Pedagogy Sequence:** All courses for the physical education graduate sequence will be delivered 100% online. This degree does not lead to teacher licensure or a teaching endorsement in physical education.

This 33 hour sequence requires:

- 6 hour core: KNR 418 & 497
- 12 hours: KNR 417, 419, 421, 422
- 9-12 elective hours approved by the Physical Education sequence coordinator (i.e. KNR 423, 425, 426, 427, 428)
- a culminating experience consisting of either a 6-hour thesis or professional practice or 3-6 hours of independent study

### **Psychology of Sport and Physical Activity Sequence:**

This 33 hour sequence requires:

- 6 hour core: KNR 445 & 497
- 9 hours: KNR 405, 406, 416
- 6-12 hours in a cognate area approved by the psychology of sport and physical activity faculty advisor
- a culminating experience consisting of either a 6-hour thesis or professional practice or 3-6 hours of independent study

### **Recreation Administration Sequence:**

This 33 hour sequence requires:

- 6 hour core: KNR 445 & 497
- 21 hours: KNR 453, 466, 472, 473, 474, 475, 476

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- 3 hours in a content area approved by the recreation administration faculty advisor
- a culminating experience consisting of either a 3-6 hour professional practice, a 6 hour thesis, or 3 hours of independent study.

### **Sport Management Sequence:**

This 33 hour sequence requires:

- 6 hour core: KNR 445 & 497
- 18 hours: KNR 430, 453, 455, 462, 466, 467
- 3-6 hours in a cognate area approved by a sport management faculty advisor
- a culminating experience consisting of either a 6-hour thesis or 3 hours of independent study or 3-6 hours of professional practice

### **Kinesiology and Recreation Courses:**

[coursefinder.illinoisstate.edu/directory/knr/](http://coursefinder.illinoisstate.edu/directory/knr/)

### **All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

## Technology (TEC)

215 Turner Hall, (309) 438-3661  
TEC.IllinoisState.edu

Chairperson: Ted Branoff

### Programs Offered

M.S. in Technology with sequences in Project Management, Quality Management and Analytics, STEM Education and Leadership, and Training and Development; certificates in Project Management, Quality Management and Analytics, STEM Education and Leadership, and Training and Development.

### Program Requirements

Students must select one of two options (30 semester hours including thesis or 33 semester hours with a comprehensive experience) in completing the M.S. degree. Required core courses include: TEC 445 and 497.

Students must also complete courses selected from the following: TEC 400- and/or 300-level technical courses (if approved for graduate credit) and/or approved courses from other departments and schools. No more than nine hours may be taken in a combination of TEC 400, and 498 general courses. Students may select courses in other departments and schools only by advisement. All master's degree programs require a minimum of 50 percent of non-thesis credit hours applied to the degree to be 400-level courses or above.

### Project Management Sequence:

**Option I—Thesis:** This 30 hour sequence requires:

- 6 hour core: TEC 445 & 497
- 9 hours: TEC 430, 431, and 432
- 6 hours: TEC 499
- 9 hours of electives, selected through advisement

**Option II—Non-Thesis:** This 33 hour sequence requires:

- 6 hour core: TEC 445 & 497
- 9 hours: TEC 430, 431, and 432
- a comprehensive experience
- 18 hours of electives, selected through advisement

### Quality Management and Analytics Sequence:

**Option I—Thesis:** This 30 hour sequence requires:

- 6 hour core: TEC 445 & 497
- 9 hours: TEC 437, 438, & 439

- 6 hours: TEC 499
- 9 hours of electives, selected through advisement

**Option II—Non-Thesis:** This 33 hour sequence requires:

- 6 hour core: TEC 445 & 497
- 9 hours: TEC 437, 438, & 439
- a comprehensive experience
- 18 hours of electives, selected through advisement

### STEM Education and Leadership Sequence:

**Option I—Thesis:** This 30 hour sequence requires:

- 6 hour core: TEC 445 & 497
- 9 hours: TEC 423, 424, & 425
- 6 hours: TEC 499
- 9 hours of electives, selected through advisement

**Option II—Non-Thesis:** This 33 hour sequence requires:

- 6 hour core: TEC 445 & 497
- 9 hours: TEC 423, 424, & 425
- a comprehensive experience
- 18 hours of electives, selected through advisement

**Note:** Licensed teachers pursue the degree for professional development. Non-licensed students also may pursue the master's degree in conjunction with other undergraduate courses required for teacher licensure. University requirements for master's degrees are listed elsewhere in this catalog.

### Training and Development Sequence:

**Option I—Thesis:** This 30 hour sequence requires:

- 6 hour core: TEC 445 & 497
- 9 hours: TEC 406, 407, & 408
- 6 hours: TEC 499
- 9 hours of electives, selected through advisement

**Option II—Non-Thesis:** This 33 hour sequence requires:

- 6 hour core: TEC 445 & 497
- 9 hours: TEC 406, 407, & 408
- a comprehensive experience
- 18 hours of electives, selected through advisement

### **Graduate Certificate Programs**

Courses completed as a portion of the Department of Technology Graduate Certificate programs may also be counted toward the requirements of the Master of Science in Technology degree. No transfer credit may be counted toward completion of certificates. Students must petition for certificate eligibility.

**Note:** Students must apply for the certificate before beginning coursework.

### **Project Management Graduate Certificate**

The department offers a graduate certificate in Project Management. This certificate requires successful completion with a grade of B or better in each of TEC 430, 431, and 432. The content for these courses was identified through analysis of the Project Manager's Body of Knowledge developed by the Project Management Institute (PMI) organization and is consistent with those standards. This is not an advanced Project Management Professional (PMP) certification examination preparation program.

### **Quality Management and Analytics Certificate**

The department offers a graduate certificate in Quality Management and Analytics. This certificate requires successful completion with a grade of B or better in each of the following three courses: TEC 437, 438, and 439.

### **STEM Education and Leadership Certificate**

The department offers a graduate certificate in STEM Education and Leadership. This certificate requires successful completion with a grade of B or better in each of the following courses: TEC 423, 424, and 425. This certificate is not tied to teacher licensure in the State of Illinois.

### **Training and Development Certificate**

This certificate requires successful completion with a grade of B or better in each of TEC 406, 407, and 408. Course content was identified through analysis of American Society for Training and Development (ASTD) and International Board of Standards for Training, Performance and Instruction (IBSTPI) standards and recommendations and is consistent with those recommendations and standards.

### **Technology Courses:**

[coursefinder.illinoisstate.edu/directory/tec/](http://coursefinder.illinoisstate.edu/directory/tec/)

### **All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

## **College of Arts and Sciences - Curriculum**

**Interim Dean:** Diane Zosky

**Associate Dean for Research, Facilities, and**

**IT:** Joseph R. Blaney

**Associate Dean for Academic Programs and**

**Student Affairs:** Sally E. Parry

**Associate Dean for Personnel, Budget, and**

**Planning:** Marla Reese-Weber

**141 Stevenson Hall**

**CAS.IllinoisState.edu**

The primary purpose of the College of Arts and Sciences is to provide a broadly based educational program in the liberal arts and sciences. The College includes the Departments of Chemistry; Communication Sciences and Disorders; Economics; English; Geography, Geology, and the Environment; History; Languages, Literatures, and Cultures; Mathematics; Philosophy; Physics; Politics and Government; Psychology; Sociology and Anthropology; and the Schools of Biological Sciences, Communication, and Social Work, as well as programs in African-American Studies, Latin American and Latino/a Studies and Women's and Gender Studies. The College offers the core of the General Education program required of all undergraduates, a wide range of academic major and minor programs for meeting baccalaureate degree requirements, master's programs in most disciplines, and doctoral programs in Audiology, Biological Sciences, English Studies, Mathematics Education, and School Psychology. Course offerings span the humanities, social and behavioral sciences, mathematics, and natural sciences.

## *Biological Sciences (BSC)*

**210 Julian Hall, (309) 438-3669**  
**BIO.IllinoisState.edu**

**Chairperson:** Craig Gatto

### **Programs Offered**

M.S. in Biological Sciences with sequences in: Behavior, Ecology, Evolution, and Systematics; Bioenergy Sciences; Biomathematics; Biotechnology; Conservation Biology; Neuroscience and Physiology; and a Ph.D. degree in Biological Sciences with sequences in: Behavior, Ecology, Evolution, and Systematics; Molecular and Cellular Biology; and Neurosciences.

### **Master's in Biological Sciences Program requirements**

All master's degree students are required to complete a research thesis and at least 30 semester hours, which must include at least 2 semester hours of BSC 420 Seminar. The School will determine additional coursework specific to each individual's plan of study. All master's degree programs require a minimum of 50 percent of the non-thesis credit hours applied to the degree to be 400-level courses or above.

### **Behavior, Ecology, Evolution, and Systematics (BEES) Sequence:**

Students may elect to pursue a sequence in Behavior, Ecology, Evolution, and Systematics, a course of study that provides students with a strong conceptual background in whole-organism biology. The sequence is designed to enhance students' understanding of the underlying concepts that unite research in the areas of behavior, ecology, evolution, and systematics while providing the opportunity for training in specific taxa and in subjects ranging from molecular and cellular biology to neurobiology, physiology, and advanced research techniques. This 30 hour sequence requires:

- 2 hours of BSC 420
- 4 hours of thesis (BSC 499)
- 7 hours of sequence core courses: BSC 420A27, 470, and 490
- 9-12 hours: chosen from BSC 325, 330, 335/336, 375/376, 404, 405, 406, 486, 488
- 5-8 hours of elective courses are selected through consultation among the major professor, the student's committee, and the student

### **Bioenergy Sciences Sequence:**

This course of study provides students with a strong conceptual background in biological and environmental aspects of using and engineering

plants and microbes for the production of bio-based fuels. Students successfully completing this sequence should be competitive for admission into Ph.D. programs and/or for acquiring bioenergy-related jobs in industry, non-profits, government agencies, or academia. Students can choose between a biotechnology-based track and an ecology/conservation biology-based track.

This 30 hour sequence requires:

### **For the Biotechnology-based track:**

- 20 hours: BSC 353, 354, 365, 415, 419, 420A38, 420Axx (student's choice), 450A45
- 4 hours of thesis (BSC 499)
- 6 hours of electives

### **For the Ecology/Conservation Biology-based track:**

- 19 hours: BSC 365, 404 or 405, 406, 420A27, 420A38, 470, 490
- 4 hours of thesis (BSC 499)
- 7 hours of electives

### **Biomathematics Sequence:**

This cross-disciplinary sequence provides students with a unique and strong cross-disciplinary training in biology and mathematics. The sequence is designed first to give students a solid foundation in mathematics (core courses), then training in one of two biological areas that use specific types of mathematical applications to address biological questions (emphases). Before entering the sequence, students should have two semesters of calculus and one semester of linear algebra.

This 32 hour sequence requires:

- 2 hours of BSC 420 A36
- 4 hours of thesis BSC 499
- 14 hours of sequence core courses: MAT 340, 350, 351, and 442  
Transfer credit can be offered for the core math classes provided that students take at least two courses from the Mathematics Department while at Illinois State University.
- 12 hours of electives from two areas of emphasis. A minimum of 12 non-thesis hours must be from the School of Biological Sciences. A minimum of 14 hours (not including 499) outside of the core courses and BSC 420A36 must be at the 400 level.
- Biological Statistics and Modeling area of emphasis: with a choice of courses from BSC 343, 404, 405, 406, 450A37, 486; MAT 353, 356, 362, 378, 450, 453, 455, 456, 458

- Computation and Bioinformatics area of emphasis: with a choice of courses from BSC 350, 353, 355, 415, 419, 470; MAT 356, 361, 363, 461

### **Biotechnology Sequence:**

This sequence provides training in Biotechnology, a discipline linking biochemistry, molecular biology, genomics, bioinformatics, cell biology, genetics, and their biomedical and agricultural applications. It is designed to enhance students' competency in fundamental principles, strategies, and techniques applied widely across biotechnology and medical research. This 30 hour sequence requires:

- 2 hours of BSC 420
- 4 hours of thesis BSC 499
- 15 hours of sequence core courses: BSC 353, 354, 415, 419 and 450A45
- 9 hours of electives, to include at least one course in the area of genomics or bioinformatics (BSC 355, 370A03, 450A53, or advisor-approved topics course in that area).

### **Conservation Biology Sequence:**

This sequence is a discipline linking ecology, genetics, evolution, and systematics to applied problems in biodiversity preservation and ecosystem function and maintenance. This 30 hour degree requirements include:

- 8 hours of sequence core courses (BSC 406, 420A29, 490/420A27)
- 4 hours of thesis BSC 499
- 1 hour of another BSC 420
- 17 hours of elective courses distributed across four groups (I-IV) of electives. Group I (Ecology): BSC 375/376, 404, 405. Group II (Genetics and Evolution): BSC 470, 488. Group III (Taxon Focus): BSC 301, 330, 333, 335/336, 396. Group IV (Other Electives): BSC 311, 325, 353, 486; GEO 303, 304, 305

### **Neuroscience and Physiology Sequence:**

This sequence provides students with a strong conceptual background in these two fields of biological sciences, and is designed to enhance students' understanding of the canonical concepts that underlie neuroscience and physiology, including biostatistics, while providing the opportunity for training in related fields such as cell and molecular biology, chemistry, behavior and psychology. This 30 hour sequence requires:

- 2 hours of BSC 420
- 4-6 hours of thesis BSC 499

- 10 hours of sequence core courses (BSC 430, 435, 490, and 420A27)
- 14 hours of sequence elective courses chosen from BSC 411, 415, 418, 419, 425, 450A37, 450A40, 450A47, 486, and 470. To complete these 14 hours of sequence elective courses, no more than two of the following may also be taken: BSC 301, 325, 327, 345, 346, 353, 354, 355, 367, and 396; CHE 442, 444, and 464; PSY 418, 421, and 468.
- Additional elective courses are selected through consultation among the major professor, the student's committee, and the student. For further information, see the Department's website at [BIO.IllinoisState.edu](http://BIO.IllinoisState.edu).

### **Ph.D. in Biological Sciences Program Requirements**

Doctoral students may design an individual plan of study in consultation with advisors, or they may elect to pursue a sequence within the Ph.D. program in (1) Behavior, Ecology, Evolution, and Systematics (BEES), (2) Molecular and Cellular Biology, or (3) Neuroscience and Physiology, each of which includes specific requirements (see below).

Degree requirements include:

- 4 hours BSC 420
- Most Ph.D. students take 30-40 semester hours of coursework
- Take and pass the Ph.D. qualifying exam
- 15+ hours: BSC 599
- A sequence (requirements follow) or an individual plan of study

### **Behavior, Ecology, Evolution, and Systematics (BEES) Sequence:**

The sequence is designed to enhance students' understanding of the underlying concepts that unite research in the areas of behavior, ecology, evolution, and systematics while providing the opportunity for training in specific taxa and in subjects ranging from molecular and cellular biology to neurobiology, physiology, and advanced research techniques. Degree requirements include:

- 7 hours of sequence core courses (BSC 420A27, 470, and 490) and 3 additional sequence courses (9-12 hours) chosen from BSC 325, 330, 335/336, 375/376, 404, 405, 406, 486, 488
- Elective courses (unspecified hours) are selected through consultation among the major professor, the student's committee, and the student

**Molecular and Cellular Biology Sequence:**

The sequence is designed to enhance the student's competency in molecular and cellular biology principles, techniques, and their application for becoming leaders in solving tomorrow's problems in molecular cell biology. Degree requirements include

- 8 hours of core courses (BSC 415, 419, 420A37)
- at least three graduate elective courses (9-12 hours). Elective courses will be selected from the area of the student's specialization and will be decided by the student in consultation with his/her advisor and/or student dissertation committee. Elective courses may be selected from among, but not limited to, the following representative courses: BSC 325, 329, 330, 343, 345, 350, 353, 354, 355, 361, 367, 411, 418, CHE 342, 343, 344, 440, 442, 444

**Neuroscience and Physiology Sequence:**

The sequence is designed to enhance students' understanding of the canonical concepts that underlie neuroscience and physiology, including biostatistics, while providing the opportunity for training in related fields such as cell and molecular biology, chemistry, behavior and psychology. Degree requirements include:

- 10 hours of sequence core courses (BSC 430, 435, 490, and 420A27)
- 12 hours of sequence elective courses chosen from BSC 411, 415, 418, 419, 425, 450A37, 450A40, 450A47, 486, and 470. To complete these 12 hours of sequence elective courses, no more than two of the following may also be taken: BSC 301, 325, 327, 345, 346, 353, 354, 355, 367, and 396; CHE 442, 444, and 464; PSY 418, 421, and 468
- Additional elective courses are selected through consultation among the major professor, the student's committee, and the student. For further information, see the Department's website at [BIO.IllinoisState.edu](http://BIO.IllinoisState.edu)

**Biology Geographic Information Systems (GIS) Graduate Certificate**

Graduate students in the School of Biological Sciences may elect to pursue a Biology Geographic Information Systems (GIS) Graduate Certificate. To earn the certificate, students must take GEO 303, 304, and 305.

**Biological Sciences Courses:**

[coursefinder.illinoisstate.edu/directory/bsc/](http://coursefinder.illinoisstate.edu/directory/bsc/)

**All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

**Chemistry (CHE)**

**214 Julian Hall, (309) 438-7661**  
**Chemistry.IllinoisState.edu**

**Chairperson:** Craig McLauchlan

**Programs Offered**

Master of Science in Chemistry (M.S.), Master of Science in Chemistry Education (M.S.C.E.), and Master of Chemistry Education (M.C.E.).

**Master of Science in Chemistry Program Requirements**

The program is broad-based, and allows students to specialize in any of the sub-disciplines (physical, organic, inorganic, analytical, biochemistry, or chemical education), although coursework is required in at least four sub-disciplines. The Master of Science in Chemistry (M.S.) is a thesis-based M.S. degree requiring 31 credit hours including: Four hours each in CHE 490 (Research) and CHE 499 (Master's Thesis) are required as part of the 31-hour program, although most students will register for more than the total of eight required hours while pursuing the degree. Students select a research advisor and work closely with that faculty member to complete a thesis based upon original research. Upon completion of a written thesis, a final oral examination/thesis defense is required.

In general, students admitted to the Master of Science in Chemistry program should have completed coursework in science and math equivalent to that required for a B.S. degree in Chemistry at Illinois State University or have received an American Chemical Society-certified B.S. degree from another school. If a student will be admitted to the Master's degree program with deficiencies (though no student will be admitted with 12 or more credit hours of deficiencies in Chemistry coursework), the deficiencies will be identified as specific courses and students will have to complete those courses as early as possible in order to bring their background coursework to the required level. All deficiencies should be completed by the end of the third semester in the program. In general, credit earned for completion of deficiencies does not apply toward M.S. degree requirements unless the student petitions the Department and receives approval to count specific courses (up to a maximum of six credit hours) for graduate credit in the student's plan of study, and only courses listed as approved for graduate credit on Course Finder may be counted.

This 31 hour degree requires:

- 21 hours of 400 and/or 300-level courses including a minimum of 12 credit hours of courses at the 400 level in 3 sub-disciplines (analytical,

inorganic, organic, physical, biochemistry, and chemical education)

- 2 hours: 1 hour each CHE 492 and CHE 494
- 8 hours: 4 hours each in CHE 490 and CHE 499
- Successful completion of a thesis based upon original research and oral examination/thesis defense

Graduate coursework in related disciplines may be substituted with consent of the Chemistry Department. All master's degree programs require a minimum of 50 percent of the non-thesis credit hours applied to the degree to be 400-level courses or above.

**Master of Science in Chemistry Education Program Requirements**

The Master of Science in Chemistry Education (M.S.C.E.) is a professional degree designed to improve the content and pedagogical knowledge of teachers of chemistry who already possess a bachelor's degree in Chemistry. The 33 credit hour degree requires coursework in two areas: Chemistry Content and Chemistry Education, or Foundational Science Education. It also requires a two semester capstone classroom project. By the time of final degree awarding, a candidate must have completed three years of full-time teaching.

**Chemistry Content:**

- 12 credit hours from the following: CHE 315, 318, 344, 350, 362, or any 380 or 400-level course in Inorganic, Organic, Analytical, Physical, or Biochemistry for which the student has appropriate prerequisites. No credit will be granted for an Illinois State University course if a student has already taken an equivalent course elsewhere

**Chemistry Education and Science Education:**

- 15 credit hours from the following: CHE 401, 402, 403; TCH 401, 450, 451, 453

**Capstone Project:**

- 6 credit hour sequence: CHE 481 and 482; or TCH 481 and 482; or SED 406 and 407; or CHE 490 and/or 498

**Master of Chemistry Education Program Requirements**

The Master of Chemistry Education (M.C.E.) is a professional degree designed to improve the content and pedagogical knowledge of teachers of chemistry who do not possess a bachelor's degree in Chemistry. The degree requires 33 credit hours of coursework in

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two areas: Chemistry Content and Chemistry Education, or Foundational Science Education. It also requires a two semester capstone project. By the time of final degree awarding, a candidate must have completed three years of full-time teaching.

### **Chemistry Content:**

- 9 credit hours from the following: CHE 315, 318, 344, 350, 362, or any 380 or 400 level course in Inorganic, Organic, Analytical, Physical, or Biochemistry for which the student has appropriate prerequisites. No credit will be granted for an Illinois State University course if a student has already taken an equivalent course elsewhere.

### **Chemistry Education and Science Education:**

- 18 credit hours from the following: CHE 401, 402, 403; TCH 401, 450, 451, 453

### **Capstone Project:**

- 6 credit hour sequence: CHE 481 and 482, TCH 481 and 482, SED 406 and 407, or CHE 490 and/or 498.

### **Chemistry Courses**

Only 300-level chemistry courses listed as approved for graduate credit on Course Finder may be used on the degree audit. Other 300-level chemistry courses are available for undergraduate credit only and may not be used in the degree audit for the graduate degrees in chemistry.

### **Chemistry Courses:**

[coursefinder.illinoisstate.edu/directory/che/](http://coursefinder.illinoisstate.edu/directory/che/)

### **All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

## Communication (COM)

434 Fell Hall, (309) 438-3671  
 Communication.IllinoisState.edu

Director: Stephen Hunt

### Programs Offered

M.A./M.S. degrees in Communication

All master's degree programs require a minimum of 50 percent of the non-thesis credit hours applied to the degree to be 400-level courses or above.

### Program Requirements

**Option I—Thesis:** This 32 hour option requires:

- 9 hours including COM 422, 497 and another methods course (COM 402, 473, or an alternate course approved by the Graduate Coordinator)
- 5 hours: COM 499
- 18 hours of electives
- at least 15 of the 32 hours must be completed at the 400 level (excluding COM 498 and COM 499). A maximum of three credit hours of COM 400 may be applied to the 400-level hours required for the degree. A maximum of six credit hours from COM 400 and COM 498 (combined) may be applied to the degree

**Option II—Non-Thesis:** This 39 hour option requires:

- 9 hours including COM 422, 497 and another methods course (COM 402, 473, or an alternate course approved by the Graduate Coordinator)
- 30 credit hours of electives
- a meaningfully revised seminar paper or seminar project must be submitted to the graduate advisor by the end of the student's last semester
- at least 27 of the 39 hours must be completed at the 400 level (excluding COM 498). No more than three hours of COM 400 may be applied toward the 27 400-level hours required

### Communication Courses:

[coursefinder.illinoisstate.edu/directory/com/](http://coursefinder.illinoisstate.edu/directory/com/)

### All Courses:

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

## *Communication Sciences and Disorders* (CSD)

**204 Fairchild Hall, (309) 438-8643**  
**CSD.IllinoisState.edu**

**Chairperson:** Ann Beck

### **Programs Offered**

M.A./M.S. in speech language pathology, Au.D. in Audiology, and a Graduate Certificate in Social Aspects of Aging.

### **Program Requirements**

In addition to the requirements of the Graduate School, the degree students must meet all the academic requirements and clinical practicum requirements for the Certificate of Clinical Competence of the American Speech-Language-Hearing Association. Copies of requirements for both Illinois and national certification are available in the departmental office. The graduate programs are accredited by the Council on Academic Accreditation.

Students must maintain a cumulative grade point average of 3.00 in major courses and overall to retain their degree status and to be eligible for department clinicals. Enrollment by graduate students in the department's clinicals requires degree status. In all instances, permission of the Clinic Director is needed for practicum enrollment, and enrollments may be restricted. External graduate clinicals may require special coursework and will require a student to provide transportation to external settings arranged by the department.

A candidate for the master's degree must spend at least one full term in residence in order to qualify for the degree. A full term is interpreted as one semester with a class load of eight or more hours, or a summer session with a class load of six or more hours. A degree student in the Doctor of Audiology program must spend one year in residency in order to qualify for the degree. A year in residence is interpreted as three consecutive semesters with a class load of six or more hours for each semester.

Three program options are available for the master's degree in speech pathology. Regardless of the option selected, the student must meet the academic and clinical practicum requirements for the Certificate of Clinical Competence (CCC) of the American Speech-Language-Hearing Association (ASHA). In order to meet the clinical practicum requirements for the CCC, the student must be prepared to accept responsibility for completing all the clinical assignments. The specific requirements for the master's degree in Speech-Language Pathology follow.

### **Speech-Language Pathology (M.A./M.S.)**

Students must meet all the academic and clinical practicum requirements for the Certificate of Clinical Competence (CCC) in Speech Language Pathology from the American Speech Language Hearing Association (ASHA).

Students will select one of three options at the end of the spring semester (third term on campus).

#### **Option I—Comprehensive Exam:**

- 40 academic hours: CSD 402, 403, 404, 406, 409, 410, 412, 413, 414, 418, 420, 422, 432, 451, and 460
- 18 clinical hours: CSD 408A30, 408A40, 408A50, 408A60, and 408A70
- Pass the comprehensive exam administered by the Department of Communication Science and Disorders

#### **Option II—Independent Study:**

- 40 academic hours: CSD 400, 402, 403, 404, 406, 409, 410, 412, 413, 414, 418, 420, 422, 432, 451, and 460
- 18 clinical hours: CSD 408A30, 408A40, 408A50, 408A60, and 408A70
- 2 independent study hours of CSD 400 under the direction of a CSD faculty member

#### **Option III—Thesis:**

- 40 academic hours: CSD 402, 403, 404, 406, 409, 410, 412, 413, 414, 418, 420, 422, 432, 451, and 460
- 18 clinical hours: CSD 408A30, 408A40, 408A50, 408A60, and 408A70
- 6 thesis hours: CSD 499 under the direction of a CSD faculty member

### **Doctor of Audiology (Au.D.)**

This four-year post-baccalaureate professional degree is designed to produce audiologists who are competent to perform a wide array of diagnostic, remedial, and other services associated with the practice of audiology. Students must meet all the academic requirements and clinical practicum requirements for the Certificate of Clinical Competence (CCC) of the American Speech-Language-Hearing Association (ASHA). The program requires a minimum of 86 credit hours. Students are expected to be in residence for at least one academic year. Degree requirements include:

- 54 academic hours: CSD 401, 451, 509, 510, 511, 520, 521, 522, 523, 524, 526, 530, 531, 532, 533, 536, 538, 540, 541, 542.

- 23 clinical hours: CSD 508A10, 508A20, 508A30, 508A40.
- 6 capstone hours (over two semesters): CSD 500.
- 3 clinical residency hours: CSD 598.

**Graduate Certificate in Social Aspects of Aging**

A multidisciplinary program designed to offer a limited number of academically and professionally oriented graduate experiences in aging. The graduate certificate is located within the Department of Sociology and Anthropology in cooperation with the Departments of Family and Consumer Sciences, Health Sciences, Psychology, and Communication Sciences and Disorders. For admission requirements and other information, please see the Department of Sociology and Anthropology section in this catalog.

**Communication Sciences and Disorders Courses:**  
[coursefinder.illinoisstate.edu/directory/csd/](http://coursefinder.illinoisstate.edu/directory/csd/)

**All Courses:**  
[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

## *Economics* (ECO)

425 Stevenson Hall, (309) 438-8625  
Economics.IllinoisState.edu

Interim Chairperson: Rachel Bowden

### Programs Offered

M.A./M.S. degree in Applied Economics with sequences in Applied Community and Economic Development, Electricity, Natural Gas, and Telecommunications Economics, Financial Economics, and Quantitative Economics.

### Program Requirements

All master's degree programs require a minimum of 50 percent of the non-thesis credit hours applied to the degree to be 400-level courses or above.

### Applied Economics

This option is appropriate for students whose interests lie outside one of the applied fields noted above and for those who intend to pursue doctoral level studies in economics or a related discipline.

**Option I—Non-Thesis:** The 34 hour program includes:

- 19 hour core: ECO 437, 438, 439, 440, 441, 495
- 3 hours: ECO 492
- 9 hours in Economics electives at the 400 level
- 3 hours of additional electives at the 300 or 400 level within Economics and selected in consultation with the Graduate Program Director

**Option II—Thesis:** The 34 hour program includes:

- 19 hours: ECO 437, 438, 439, 440, 441, 495
- 6 hours: Thesis ECO 499
- 6 hours in Economics electives at the 400 level
- 3 hours of additional electives at the 300 or 400 level within or outside Economics and selected in consultation with the Graduate Program Director

### Applied Community and Economic Development Sequence

The Applied Community and Economic Development (ACED) sequence is designed for returned Peace Corps Volunteers, and students with equivalent domestic or international experience with other agencies. This 34 hour program includes:

- 19 hours: ECO 437, 438, 440, 441, 492, and 495
- 15 hour ACED core: 490A04, POL/SOC 470, POL/SOC 477, ECO/POL/SOC 478, and

ECO 498A03 or 498A90 (5 hours—the sequence ends with a required 11-month internship arranged through the Stevenson Center)

### Electricity, Natural Gas, and Telecommunications Economics Sequence

This sequence emphasizes the application of economic analysis to the telecommunications, electric, and natural gas industries.

This 34 hour program includes:

- 19 hour core: ECO 437, 438, 439, 440, 441, 495
- 3 hours: ECO 492-
- 12 hours: ECO 335 (3 hours), 435 (3 hours), and 436 (3 hours); ECO 498A02 (3 hours), or a 3-hour elective may serve as a substitute for ECO 498A02

### Financial Economics Sequence

This sequence provides students training in the financial theory of the firm, financial markets and institutions to complement their training in applied economic analysis.

This 34 hour program includes:

- 25 hour core: ECO 437, 438, 439, 440, 441, 444, 492, 495
- 6 hours of finance courses: FIL 440 and 3 hours in an FIL 400-level elective
- 3 hours of additional electives at the 300- or 400-level within or outside of Economics and selected in consultation with the Graduate Program Director.

Before enrolling in the sequence, students must consult the Graduate Program Director of the Department of Economics and the MBA Program Office and obtain approval for registering for FIL courses. Students in the graduate program in the Department of Economics who satisfy the following requirements may take graduate level finance courses offered by the College of Business: (1) The student must have taken and passed ECO 437 with a grade of B or better; (2) The student must have a graduate GPA of 3.0 or above.

### Quantitative Economics Sequence

This sequence is designed for students who intend to pursue doctoral level studies in economics or related fields.

This 34 hours (or more) program includes:

- 19 hour core: ECO 437, 438, 439, 440, 441, 495
- 3 hours: ECO 492

- 12 or more hours from the list of math courses:  
Math 337, 347, 350, 447, 455, 456, 461.

**Economics Courses:**

[coursefinder.illinoisstate.edu/directory/eco/](https://coursefinder.illinoisstate.edu/directory/eco/)

**All Courses:**

[coursefinder.illinoisstate.edu/directory](https://coursefinder.illinoisstate.edu/directory)

## *English* (ENG)

**409 Stevenson Hall, (309) 438-3667**  
**English.IllinoisState.edu**

**Chairperson:** Christopher De Santis

### **Programs Offered**

M.A./M.S. and Ph.D. in English; Post-Baccalaureate Certificate in Writing - Teaching of Writing in High School/Middle School; Graduate Certificate in Teaching English to Speakers of Other Languages (TESOL).

### **Master's Degree in English**

#### **Program Requirements**

The Department offers a master's degree in English, with emphases by advising in English studies, children's literature, creative writing, linguistics, rhetoric and composition, TESOL, and literary and cultural studies. ENG 402 is required for students with teaching assistantships in the writing program. All master's degree programs require a minimum of 50 percent of the non-thesis credit hours applied to the degree to be 400-level courses or above.

**Option 1 Non-thesis:** This degree option, made in consultation with the advisor, requires 11 courses and either a comprehensive examination or a portfolio, the contents of which are to be determined by the student, also in consultation with the advisor.

**Option 2 Thesis:** This degree option, made in consultation with the advisor, requires 10 courses and a thesis. The typical program is approximately 34 semester hours.

### **Doctor of Philosophy in English**

#### **Program Requirements**

A full-time student should normally complete coursework in two calendar years, a part-time student, in four years. A Doctor of Philosophy student, after completing work for a master's degree or its equivalent, must successfully complete at least two terms of full-time residency. A term may be a semester or a summer session of at least eight weeks. Full-time for residency is defined as at least nine semester hours of course work during a semester or six semester hours during a summer session.

Course requirements include:

- 3 hours: ENG 402 for students with teaching assistantships in composition
- 16 hours: ENG 510, 540, 560, and 590
- 6-9 hours: English Studies electives
- 6 hours: pedagogy
- 15 hours: specialization
- comprehensive examinations: specialization exam and English Studies presentation
- 4 hours: ENG 591 - Internship in Teaching
- 15+ hours: ENG 599, dissertation that connects research in language, literature, or writing with pedagogy

### **Graduate Certificate in Teaching English to Speakers of Other Languages (TESOL)**

The graduate certificate requires 15 hours to consist of ENG 341, 342 or 343, 344, 394, and 441. Students desiring to acquire the certificate should consult the graduate program coordinator.

### **Post-Baccalaureate Graduate Certificate in the Teaching of Writing in High School/Middle School**

The Post-Baccalaureate Graduate Certificate is earned upon completion of the following 18 hours of courses:

- 409A01 Major Figures in the Teaching of Writing in High School/Middle School
- 409A02 Issues of Grammar Teaching Writing High School/Middle School
- 409A03 Writing Assessment in High School/Middle School
- 409A04 Using Technology to Teach Writing in High School/Middle School
- 409A05 Applying Rhetoric to the Teaching of Writing in High School/Middle School
- 409A06 The Writing Project

With permission of the Graduate Program Coordinator, an appropriate 400-level course focused on composition or the teaching of composition may be substituted for one 409 course.

The Post-Baccalaureate Graduate Certificate does not automatically lead to a graduate degree or guarantee of admission to a degree program. Credits earned for the certificate may, with the approval of the Graduate Program Coordinator, be applied

toward an M.A. or Ph.D. in English Studies if the student is admitted to one of these programs.

**English Courses**

When content differs some courses may allow multiple enrollments with the approval of the Department's Graduate Program Director and the Graduate School.

**English Courses:**

[coursefinder.illinoisstate.edu/directory/eng/](http://coursefinder.illinoisstate.edu/directory/eng/)

**All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

*Geography, Geology, and the Environment (GEO)*

**206 Felmley Hall, (309) 438-7649  
GEO.IllinoisState.edu**

**Chairperson:** Dagmar Budikova

**Programs Offered**

M.S. in Hydrogeology and the Hydrogeology Geographic Information Systems (GIS) Graduate Certificate.

**Program Requirements**

Master's degree candidates may choose either of two options.

**Option I—Thesis:** This 32 hour option requires:

- 18 hour core: GEO 360\*, 410, 435, 439, 456, and 488
- 8-10 hours of electives
- GEO 499 (4-6 hours)

**Option II—Comprehensive Exam:** This 32 hour option requires:

- 18 hour core: GEO 360, 410, 435, 439, 456, and 488
- 14 hours of electives
- a comprehensive examination

\* Students who are admitted into the program with undergraduate credit in GEO 360 will be required to take an additional graduate course.

All master's degree programs require a minimum of 50 percent of the non-thesis credit hours applied to the degree to be 400-level courses or above.

**Hydrogeology Geographic Information Systems (GIS) Graduate Certificate**

Graduate students in the Department of Geography, Geology, and the Environment may elect to pursue a Hydrogeology GIS Graduate Certificate. To earn the certificate, the student must take and successfully complete GEO 303, 304, and 305.

**Geography-Geology Courses:**

[coursefinder.illinoisstate.edu/directory/geo/](http://coursefinder.illinoisstate.edu/directory/geo/)

**All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

## History (HIS)

301 Schroeder Hall, (309) 438-5641

History.IllinoisState.edu

Chairperson: Ross Kennedy

### Master's Degree in History Programs Offered

M.A./M.S. degrees, in history.

### Program Requirements

A degree in history requires either a thesis or a non-thesis option.

**Master of Arts:** Completion of the degree requirements as well as a minimum of two years of study in foreign language at the university level (equivalent of completion of LAN 116) or a satisfactory score on a university administered foreign language test.

### Master of Science:

**Option I—Thesis:** This 32 hour option requires:

- 4 hours: HIS 496
- 4-6 hours: HIS 499
- 22-24 hours of electives, a minimum of 20 additional hours at the 400 level

**Option II—Field of Study:** This 39 hour option requires:

- 4 hours: HIS 496
- 4 hours: HIS 497 Research in History or an equivalent research seminar
- 4 hours: HIS 490 Readings-Field of Study; the student will thoroughly explore a field of history under the supervision of a member of the department's faculty. The student's mastery will be assessed in a final examination. Students undertaking this option must receive no less than a grade of B in HIS 490
- 27 hours of electives, a minimum of 20 hours at the 400 level. HIS 497 can count toward the 20 hour minimum

### Areas of Specialization in Master's Study

Students are encouraged to focus their studies on some of the distinctive areas of strength in the department's graduate curriculum. These include U.S. history; Modern European history; Medieval or Ancient history; and global history including Latin America, the Middle East and the Far East. Although the program does not have a formal "breadth" requirement, students are also encouraged to look beyond their

area of specialization. For example, those focusing on U.S. history should take courses in European and global history, and vice-versa.

Students may take graduate courses in other related disciplines such as art history and visual culture; English; Languages, Literatures, and Cultures; Philosophy; Politics and Government; and Sociology-Anthropology. Up to eight hours of credit from classes in other departments may be used in history master's degree programs provided written permission is received from the history graduate director prior to enrollment and the courses are included on the approved degree audit.

### History Courses:

[coursefinder.illinoisstate.edu/directory/his/](http://coursefinder.illinoisstate.edu/directory/his/)

### All Courses:

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

## *Languages, Literatures, and Cultures*

(LAN)

114 Stevenson Hall, (309) 438-3604

LAN.IllinoisState.edu

Interim Chairperson: Julie Lynd

### **Programs Offered**

MA Languages, Literatures, and Cultures and Graduate Certificate in Instructional Technology in World Languages

The Department of Languages, Literatures, and Cultures offers a flexible program leading to the Master of Arts in Languages, Literatures, and Cultures with a focus in either teaching or non-teaching areas. Students may concentrate on either French or Spanish. Subject to departmental approval, it is also possible to take up to three graduate courses in other departments or through study abroad. Within the particular language concentration students must choose one of two areas of emphasis: (1) Literary and Cultural Studies, or (2) Theoretical and Applied Linguistics. Instruction in courses is generally carried out in the language of concentration, with the exception of the core courses.

### **Program Requirements**

This 33 hour program requires:

- 9 credit hours of core courses; select 3 courses from the following: LAN 405, 475 or 480, 485, 490
- 9 credit hours in the area of emphasis (French Literary and Cultural Studies; French Theoretical and Applied Linguistics; Spanish Literary and Cultural Studies; Spanish Theoretical and Applied Linguistics)
- 18 credit hours in the language of concentration (per multi-state teaching requirements); Select courses in French (includes 300 or 400 level courses labelled FRE) or Spanish (includes 300 or 400 level courses labeled SPA)
- sufficient electives to complete a minimum of 33 credit hours of coursework with an average 3.0 GPA
- all candidates must pass a comprehensive exam or complete a master's thesis (LAN 499)

### **French Concentration with Area of Emphasis:**

French Literary and Culture Studies (at least 9 hours): FRE 305, 314, 325, 327, 328, 385, 386, 405, 420, 450, 460; LAN 405, 490

or

French Theoretical and Applied Linguistics (at least 9 hours): FRE 335, 340, 341; LAN 319, 320, 321, 350, 475, 480

### **Spanish Concentration with Area of Emphasis:**

Spanish Literary and Culture Studies (at least 9 hours): SPA 305, 323, 324, 326, 327, 336, 337, 385, 405, 411, 415, 418, 431, 434, 470, 484; LAN 405, 490  
or

Spanish Theoretical and Applied Linguistics (at least 9 hours): SPA 310, 311, 360, 370, 421, 425; LAN 319, 320, 321, 350, 475, 480

**NOTE:** Individual courses may count in multiple categories; for instance, FRE 405 simultaneously fulfills hours in primary language, 400-level non-thesis, area of emphasis for French Literature/Culture, and total hours. All master's degree programs require a minimum of 50 percent of the non-thesis credit hours applied to the degree to be 400-level courses or above.

With the approval of the graduate coordinator, electives may include up to 9 credits of 300 or 400 level graduate courses from other departments (note that not all 300-level courses in other departments count for graduate credit; check the graduate catalog for graduate credit designation).

### **Graduate Certificate in Instructional Technology in World Languages**

Designed to offer knowledge of instructional technology in the teaching of foreign/second languages. Nine (9) hours are required to earn the certificate, which include the following: one required course LAN 321 (3 hours); two elective courses (6 hours) from: TCH 401, 432, 438. Graduate standing and a grade of B or better in coursework are required.

### **Study Abroad**

Students may count up to nine hours of approved courses from outside the department, including study abroad, toward degree requirements. Financial assistance for the semester abroad is usually available on a competitive basis, subject to availability of funds. The study-abroad opportunity should be discussed with the Graduate Advisor during the student's first semester in the program.

### **Language of Instruction in Courses in the Department of Languages, Literatures, and Cultures:**

Because the Department of Languages, Literatures, and Cultures promotes the acquisition of world languages, the official language of instruction and class discussion will be the language of study in the majority of cases. Courses with the LAN prefix are taught in English.

The language of instruction is designated on the registration system by subject abbreviation and course title. LAN is for English; FRE is for French; GER is for German; and SPA is for Spanish.

**General LAN Courses:**

[coursefinder.illinoisstate.edu/directory/lan/](http://coursefinder.illinoisstate.edu/directory/lan/)

**French Courses:**

[coursefinder.illinoisstate.edu/directory/fre/](http://coursefinder.illinoisstate.edu/directory/fre/)

**German Courses:**

[coursefinder.illinoisstate.edu/directory/ger/](http://coursefinder.illinoisstate.edu/directory/ger/)

**Spanish Courses:**

[coursefinder.illinoisstate.edu/directory/spa/](http://coursefinder.illinoisstate.edu/directory/spa/)

**All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

**Mathematics (MAT)**

**313 Stevenson Hall, (309) 438-8781**  
**Math.IllinoisState.edu**

**Chairperson:** George F. Seelinger

**Programs Offered**

Ph.D. in Mathematics Education; M.S. in Mathematics with sequences in Mathematics, Actuarial Science, Applied Statistics, Biomathematics; and Elementary and Middle School Mathematics Education. At the master's level, concentrations are available in secondary mathematics education, pure mathematics, computational mathematics, and applied mathematics. Concentrations are not listed on a student's transcript.

**M.S. in Mathematics****Program Requirements**

Students must complete either Option I or Option II. Option I requires a culminating experience in the form of an approved master's project, comprehensive exam, or professional practice. Thesis Option II requires a master's thesis. Students may complete a sequence in Mathematics, Actuarial Science, Applied Statistics, Biomathematics or in Elementary and Middle School Mathematics Education. Students in the Biomathematics sequence must complete Option II. The culminating experience/thesis project must be approved in advance by the Department's master's program committee.

Note: All master's degree programs require a minimum of 50 percent of the non-thesis credit hours applied to the degree to be 400-level courses or above. All electives are subject to approval by the department's graduate advisor.

**Option I—Non-Thesis:** This 32 hour option requires:

- 26 hours in mathematics; 16 hours at the 400 level, 12 hours of mathematics courses at the 400 level
- 3 hours: culminating experience in the form of MAT 490 or MAT 498
- Electives as needed to reach required credit minimum

**Option II—Thesis :** This 30 hour option requires:

- 24 hours in mathematics; 15 hours at the 400 level, 10 hours of mathematics courses at the 400 level
- Electives as needed to reach required credit minimum
- MAT 499 (4-6 hours)

**Mathematics Sequence:**

- 11 hours: MAT 336, 337, and 347
- 3 mathematics courses numbered 407 or above—
- Options I or II

Students with the following interests are advised to take the corresponding courses: (1) Secondary mathematics education: 401, 403, 421, 422; (2) Doctoral study in mathematics: 407, 447; (3) Computational mathematics: 356, 361, 363, 461; (4) Applied mathematics: 340, 341, 345, 356, 361, 362, 363.

**Actuarial Science Sequence:**

- 1 course selected from: MAT 336, 337, 347
- 12 hours: 3 courses selected from: MAT 355, 380, 381, 383, 384, 443, 480, or 483
- 3 mathematics courses numbered 407 or above
- Options I or II
- The Department reserves the right to enforce professional standards of practice as specified by the Society of Actuaries and the Casualty Actuarial Society. These standards may be taken into consideration in program retention decisions.

**Applied Statistics Sequence:**

- MAT 350, 351
- 1 course from: 336, 337, or 347
- 3 courses selected from: MAT 450, 453, 455, 456, or 458
- Options I or II

**Biomathematics Sequence:**

Persons seeking cross-disciplinary training in mathematics and biology may select this sequence. This 30 hour sequence requires:

- Thesis option II
- BioCore: MAT 340, 350, 351, 442; BSC 420A36 taken twice under different topics
- 12 hours from the School of Biological Sciences
- 13 hours at the 400 level from outside of the BioCore
- An area of emphasis may be chosen from the following:

**Emphasis in Biostatistics and Modeling:** A choice of courses from MAT 353, 356, 362, 450, 453, 455, 456, 458; and BSC 343, 403, 404, 405, 450.37, 471, 486.

**Emphasis in Computation and Bioinformatics:** A choice of courses from MAT 356, 361, 363, 461; and BSC 350, 353, 355, 415, 419, 467, 470, 471.

**Elementary and Middle School Mathematics**

**Education Sequence:** Persons who are teaching or who plan to teach at the elementary or middle school level may elect this sequence. *This program does not lead to licensure.*

- MAT 304, 401, 402, 403, and 409
- Options I or II
- Students in this sequence who are considering entering the Mathematics Education Ph.D. program at Illinois State University are advised to take MAT 145 and 146 and, as part of their master's program, the following courses: MAT 304, 309 or 330, 312, 315, 320, 326, 409, 421, and 422  
Please see the Ph.D. advisor for more information.

**Doctor of Philosophy in Mathematics Education****Program Requirements**

The typical program is approximately 90 hours. A full-time student should expect to complete the required coursework for the program in 3 to 4 years past the bachelor's degree.

Two options are available K-9 or K-12.

The typical program is approximately 90 hours. Program requirements include:

- 6 hours of graduate mathematics content courses
- 30 hours in mathematics education
- 3 hours for a professional project
- 12 hours in research methods
- 6 hours of electives in areas such as mathematics, technology, curriculum, educational psychology, evaluation, supervision, human development, learning theory or measurement
- a minimum of 15 hours of dissertation credit

Students in the program must demonstrate competence in teaching prospective or practicing mathematics teachers. Some of these requirements may be satisfied by work completed prior to acceptance into the program. The student must also meet the other university requirements for Ph.D. programs listed elsewhere in this catalog. Students must meet the Graduate School's residency requirement for a Doctor of Philosophy degree.

**Mathematics Courses:**

[coursefinder.illinoisstate.edu/directory/mat/](http://coursefinder.illinoisstate.edu/directory/mat/)

**All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

*Philosophy (PHI)*

**412 Stevenson Hall, (309) 438-7665**

**Philosophy.IllinoisState.edu**

**Chairperson:** Chris Horvath

**Programs Offered**

Graduate degrees are not granted in the Department of Philosophy, but coursework is available as supplemental study or as electives.

**Philosophy Courses:**

[coursefinder.illinoisstate.edu/directory/phi/](http://coursefinder.illinoisstate.edu/directory/phi/)

*Physics (PHY)*

**311 Moulton Hall, (309) 438-8756**

**PHY.IllinoisState.edu**

**Chairperson:** Daniel Holland.

**Graduate Faculty:** Christensen, Grobe, Harris, Holland, Martin, Marx, Rosa, Rosenblatt, Rutherford, Su.

**Programs Offered**

Graduate degrees are not granted in the Department of Physics, but coursework is available as supplemental study or as electives.

**Physics Courses:**

[coursefinder.illinoisstate.edu/directory/phy/](http://coursefinder.illinoisstate.edu/directory/phy/)

*Politics and Government (POS)*

**401 Schroeder Hall, (309) 438-8638  
POL.IllinoisState.edu**

**Chairperson:** T. Y. Wang

**Master's Degree in Political Science**

**Programs Offered**

M.A./M.S. with sequences in Applied Community and Economic Development, Global Politics and Cultures, or Public Service. Students may complete the M.A./M.S. degree in Political Science without a sequence.

**Program Requirements**

Students who do not elect a sequence complete the following 32 hour program:

- 3 hours: POL 496
- 3 hours: POL 497 or 461
- 12 hours: POL 400-level seminars chosen from POL 411, 417, 421, 431, 433, 441, 451, 461, 463, 470, 497 (NOTE: One seminar only may be replaced with 3 hours of summer POL 400 or 490, with prior approval of the Graduate Coordinator and a letter from the instructor certifying that the content adequately substitutes for a regular seminar.)
- a thesis (a thesis, 4-6 hours POL 499) or comprehensive exam
- electives as needed to reach a total of 32 hours chosen from POL 400-level or POL 300-level courses listed on Course Finder as approved for graduate credit. With prior approval of the Graduate Coordinator, electives may include up to 3 hours of relevant graduate courses from other departments.

**Applied Community and Economic Development Sequence**

The Applied Community and Economic Development (ACED) sequence is designed for returned Peace Corps Volunteers and students with equivalent domestic or international experience with other agencies. There are two options for degree completion.

**Option I—Capstone:** This 39 hour option requires:

- 6 hours POL 496, and POL 497 or 461
- 12 hours POL electives
- 3 hours of POL 495

**ACED Core:**

- 6 hours: POL/SOC 470, POL/SOC 477

- 2 hours: ECO/POL/SOC 478
- 2 hours: ECO 490A04
- 8 hours: POL 498A12 or 498A90 (The sequence ends with a required 11-month internship arranged through the Stevenson Center)

**Option II—Thesis:** This 35 hour option requires:

- 6 hours POL 496, and POL 497 or 461
- 9 hours POL electives
- 4 hours of POL 499

**ACED Core:**

- 6 hours: POL/SOC 470, POL/SOC 477
- 2 hours: ECO/POL/SOC 478
- 2 hours: ECO 490A04
- 6 hours: POL 498A12 or 498A90 (The sequence ends with a required 11-month internship arranged through the Stevenson Center)

With prior approval of the Graduate Coordinator, electives may include up to 3 hours of relevant graduate courses from other departments.

**Global Politics and Cultures Sequence**

Global Politics and Culture is a 32-hour sequence designed for students interested in the increasingly inter-connected politics of the modern world.

**Option I—Thesis:** Requirements are as follows:

- 9 hours including POL 496, POL 441, POL 451
- 3 hours of POL 461 or 497
- 12 hours of POL 400-level seminars chosen from POL 411, 421, 431, 433, 441, 451, 461, 463, 470, 497 (NOTE: One seminar only may be replaced with 3 hours of summer POL 400 or 490, with prior approval of the Graduate Coordinator and a letter from the instructor certifying that the content adequately substitutes for a regular seminar.)
- 4-6 hours of POL 499
- Electives as needed to reach a total of 32 hours, representing a range of sub-disciplines of political science, chosen from POL 400-level or POL 300-level courses listed on Course Finder as approved for graduate credit. With prior approval of the Graduate Coordinator, electives may include up to 3 hours of relevant graduate courses from other departments.

**Option II—Comprehensive Exam:** Requirements are as follows:

- 9 hours including POL 496, POL 441, POL 451
- 3 hours of POL 461 or 497
- 12 hours of POL 400-level seminars chosen from

## 70 Politics and Government

POL 411, 421, 431, 433, 441, 451, 461, 463, 470, 497 (NOTE: One seminar only may be replaced with 3 hours of summer POL 400 or 490, with prior approval of the Graduate Coordinator and a letter from the instructor certifying that the content adequately substitutes for a regular seminar.)

- Electives as needed to reach a total of 32 hours, representing a range of sub-disciplines of political science, chosen from POL 400-level or POL 300-level courses listed on Course Finder as approved for graduate credit. With prior approval of the Graduate Coordinator, electives may include up to 3 hours of relevant graduate courses from other departments.
- Pass a comprehensive exam

### Public Service Sequence

Public Service is a 32-hour sequence designed for students interested in employment in the public sector, particularly at the state and local level.

**Option I—Thesis:** Requirements are as follows:

- 9 hours of POL 496, POL 421, POL 431
- 3 hours of POL 497 or 461
- 12 hours selected from POL 313, 318, 323, 329, 330, 331, 332, 333, 334, 335, 411, 412, 421, 422, 432, 433, 498
- 12 hours of POL 400-level seminars chosen from POL 411, 417, 421, 431, 433, 441, 451, 461, 463, 470, 497 (NOTE: One seminar only may be replaced with 3 hours of summer POL 400 or 490, with prior approval of the Graduate Coordinator and a letter from the instructor certifying that the content adequately substitutes for a regular seminar.)
- 4-6 hours of POL 499
- POL electives as needed to reach the total of 32 hours; with prior approval of Graduate Coordinator, electives may include up to 3 hours of relevant graduate courses from other departments.

**Option II—Comprehensive Exam:** Requirements are as follows:

- 9 hours of POL 496, POL 421, POL 431
- 3 hours of POL 497 or 461
- 12 hours selected from POL 313, 318, 323, 329, 330, 331, 332, 333, 334, 335, 411, 412, 421, 422, 432, 433, and 498;
- 12 hours of POL 400-level seminars chosen from POL 411, 417, 421, 431, 433, 441, 451, 461, 463, 470, 497 (NOTE: One seminar only may be replaced with 3 hours of summer POL 400 or 490, with prior approval of the Graduate Coordinator

and a letter from the instructor certifying that the content adequately substitutes for a regular seminar.)

- POL electives as needed to reach the total of 32 hours; with prior approval of Graduate Coordinator, electives may include up to 3 hours of relevant graduate courses from other departments.
- Pass a comprehensive exam

### Politics and Government Courses:

[coursefinder.illinoisstate.edu/directory/pol/](http://coursefinder.illinoisstate.edu/directory/pol/)

### All Courses:

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

**Psychology (PSY)****435 DeGarmo Hall (309) 438-8651****Psychology.IllinoisState.edu****Chairperson:** J. Scott Jordan

463, 480, and at least two elective courses (6 hours)

- 4-6 hours: PSY 499
- Students may also complete professional practice (PSY 498A04) for credit

**Programs Offered**

M.A./M.S. degrees in Clinical-Counseling Psychology; M.A./M.S. degrees in Psychology with sequences in Cognitive and Behavioral Sciences, Developmental Psychology, Industrial/Organizational-Social Psychology, Quantitative Psychology; Specialist degree in School Psychology; and Ph.D. degree in School Psychology

All master's degree programs require a minimum of 50 percent of the non-thesis credit hours applied to the degree to be 400-level courses or above.

**Master's Program (M.A./M.S.) Requirements**

Students admitted to Psychology complete the master's degree in either Clinical-Counseling Psychology or Psychology, which includes one of the following sequences: Cognitive and Behavioral Sciences, Developmental Psychology, Industrial/Organizational-Social Psychology, or Quantitative Psychology. Students may petition the department, during their first semester, to complete requirements for two sequences simultaneously.

**Clinical-Counseling Psychology Program**

This program is designed to prepare students to provide counseling services in settings such as mental health centers, family service agencies, employee assistance programs, community colleges, substance abuse treatment facilities, and other mental health positions. Students who complete this program meet curricular requirements to sit for both the Illinois Licensed Clinical Professional Counselor and Licensed Professional Counselor Examinations.

Requirements for this 48 hour program include:

- 36 hours PSY 420, 421, 437, 438, 440, 451, 464, 465, 466, 467, 468, and 470
- 7 hours: PSY 436.02 (12-month practica)
- 4-6 hours: PSY 499, or 490 (3 hours) and 1 content elective course (3 hours) approved by the Clinical-Counseling Psychology coordinator; content elective course may not be PSY 400

**Cognitive and Behavioral Sciences Sequence**

Requirements for this 38 hour sequence include:

- 34 hours: PSY/BSC 400 (3 hours), 418, 427 (must be repeated for four semesters, required for first and second year students), 440, 441, 455, 462,

**Developmental Psychology Sequence**

Requirements for this 36 hour sequence include:

- 16 hours: PSY 331A01, 428, (must be repeated for four semesters, required for first and second year students), 440, 452, 453
- 16 hours: elective courses based on the student's focus (applied or pre-doctoral)
- 4-6 hours: PSY 499
- Students may complete professional practice (PSY 498.02) for credit

**Industrial/Organizational-Social Psychology Sequence**

Requirements for this 41 hour sequence include:

- 19 hours: PSY 375, 376, 418 or 420, 426 (must be repeated for four semesters, required for first and second year students), 431, 440
- 9 hours: PSY 441, 442, 443, 444, or 445
- 9 hours: elective courses approved by the Industrial/Organizational-Social Psychology coordinator based on the student's focus (Industrial/Organizational Psychology or Social Psychology)
- 4-6 hours: PSY 499
- Students may also complete Professional Practice (PSY 498A01) for credit

**Quantitative Psychology Sequence**

Requirements for this 32 hour sequence include:

- 22 hours: PSY 425 (must be repeated for four semesters, required for first and second year students), PSY 440, 441, 442, 443, 444, 445
- 6 hours: PSY elective courses at the 400 level excluding PSY 400, 426, 427, 428, 491 498
- 4-6 hours: PSY 499
- Students may also complete Professional Practice (PSY 498) for credit.

### **Specialist in School Psychology (S.S.P.) Program Requirements**

This program is approved by the National Association of School Psychologists the Council for the Accreditation of Teacher Education and the Illinois State Board of Education. Graduates of the specialist program are eligible to sit for the state and national certification examinations for school psychologists.

### **Specialist in School Psychology**

Requirements for this 62 hour Program include:

- 53-56 hours: PSY 347 (or equivalent, if not taken as an undergraduate), 421, 432, 433, 435, 436A04 (6 hours), 436A05 (6 hours), 452, 463, 472, 473, 474, 498A05 (4 hours), EAF 410, SED 422 and 593 (1 hour), TCH 407, PSY 498 (2-4 hours)
- 4-6 hours: PSY 402 (4 hours) or 499 (4-6 hours)

### **Doctor of Philosophy in School Psychology Program (Ph.D.) Requirements**

This program is accredited by the Committee on Accreditation of the American Psychological Association, 750 First Street, NE, Washington, DC 20002-4242, (202) 336-5979. This program is also approved by the National Association of School Psychologists, the Council for the Accreditation of Educator Preparation, and the Illinois State Board of Education. Graduates of the doctoral program, with the required post-doctoral experience, are eligible for the state licensing examination for clinical psychologists, and the state and national certification examinations for school psychologists.

Requirements for this 107 hour program include:

- 76 hours: PSY 320, 418, 420, 421, 431, 432, 433, 435, 436A04 (6 hours), 436A05 (6 hours), 440, 451 (or EAF 526A03 or TCH 409), 452, 463, 472, 473, 474, 498A04 (4 hours), 536, 547, 590 (6 hours), 598 (3 hours)
- 15+ hours: PSY599
- 12 hours: PSY elective courses (6 hours) and research elective courses (6 hours)
- 4-6 hours: PSY 499, or 502 (6 hours) and 503 (6 hours)
- Students are required to be in residence for at least one academic year. See residency requirements defined in this catalog

Doctoral students have the option of earning a Master's degree in Psychology while they are completing their doctorate by completing a minimum of 32 hours. Requirements include PSY 418, 420, 421, 432, 433, 452, 472, 473, 474 and 499 (4-6 hours).

### **Additional Training Options: Certificates**

#### **Graduate Certificate in Women's and Gender Studies**

This certificate is an option for students whose interest in women and gender issues leads them toward particular courses and thesis topics in their department or school and to seek further work in interdisciplinary feminist theory and methods. For additional information, see the Women's and Gender Studies section of this catalog.

#### **Graduate Certificate in Social Aspects of Aging**

This certificate is a multidisciplinary program designed to offer a limited number of academically and professionally oriented graduate experiences in aging. The graduate certificate is located within the Department of Sociology and Anthropology in cooperation with the Departments of Communication Sciences and Disorders, Family and Consumer Sciences, Health Sciences, Psychology, and the School of Social Work. For additional information, see the Department of Sociology and Anthropology section of this catalog.

#### **Psychology Courses:**

[coursefinder.illinoisstate.edu/directory/psy/](http://coursefinder.illinoisstate.edu/directory/psy/)

#### **All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

## Social Work (SWK)

313 Rachel Cooper, (309) 438-3631

SocialWork.IllinoisState.edu

Interim School Director: Doris Houston

### Programs Offered

M.S.W. in Social Work with sequences in Child and Family Practice, School Social Work, and Gerontology Practice. Collaboration with Department of Sociology and Anthropology for a certificate in the Social Aspects of Aging and the Women's and Gender Studies Program for a graduate certificate.

Accredited by the Council on Social Work Education.

A 60-hour, two-year program for fulltime students, students may also choose part-time programs and should consult with the advisor. New students who have undergraduate degrees in fields other than social work or from non-accredited schools of social work complete the full program. Students with undergraduate social work degrees from programs accredited by the Council on Social Work Education may be given advanced standing and complete the 30-hour advanced curriculum.

**NOTE:** Academic credit for life experience and/or previous work experience is not given, in whole or in part, in lieu of any social work course.

### Program Requirements

A student must maintain a cumulative GPA of 3.0 in all required courses to retain degree candidate status and earn a grade of C or better in each course to be eligible for School of Social Work practica. Enrollment in the practicum courses requires degree candidate status and must be planned in advance with the Director of Field Education. In addition, all requirements for the M.S.W. degree must be completed within six calendar years beginning with the date the student first registers as a degree candidate.

### Child and Family Practice Sequence:

Required courses include:

- 30 hours of required courses in the foundation curriculum: SWK 402, 406, 412, 413, 414, 418, 419, 422, 444, and 498A01 or waiver of these courses due to advanced standing upon program admission
- 24 hours: SWK 445, 448, 450, 454, 456, 457, 491, 492, 498A03 and 498A04
- 6 hours of elective courses approved by the departmental advisor

### School of Social Work Sequence:

Required courses include:

- 30 hours of required courses in the foundation curriculum: SWK 402, 406, 412, 413, 414, 418,

419, 422, 444, and 498A01 or waiver of these courses due to advanced standing upon program admission

- SED 411
- 24 hours: SWK 445, 448, 450, 454, 461, 463, 491, 492, 498A03, and 498A04
- 3 hours of elective courses approved by the departmental advisor

### Gerontology Practice Sequence:

Required courses:

- 30 hours of required courses in the foundation curriculum: SWK 402, 406, 412, 413, 414, 418, 419, 422, 444, and 498A01 or waiver of these courses due to advanced standing upon program admission
- 27 hours: SWK 445, 448, 450, 456, 457, 479, 491, 492, 498A03, 498A04, SOC/SWK 411
- 3 hours of elective courses approved by the departmental advisor

Elective courses: 3-6 hours from SWK 323, 324, 400, 411, 455, 458, 462, 479, 480, 481, and 482, 486, or substitute graduate coursework in another department, approved by the Director of MSW Student Services in the School of Social Work.

The School reserves the right to enforce professional standards of practice as specified in the Illinois Clinical Social Work and Social Work Practice Act and the National Association of Social Workers Code of Ethics. These standards may be taken into consideration in program retention decisions. Students have the right to appeal these decisions.

### Graduate Certificate in Social Aspects of Aging

A multidisciplinary program designed to offer a limited number of academically and professionally oriented graduate experiences in aging. The graduate certificate is located within the Department of Sociology and Anthropology in cooperation with the Departments of Family and Consumer Sciences, Psychology, Health Sciences, the School of Social Work, and Communication Sciences and Disorders. Please consult the Graduate Catalog and the program coordinator in the Department of Sociology and Anthropology for details.

### Social Work Courses:

[coursefinder.illinoisstate.edu/directory/swk/](http://coursefinder.illinoisstate.edu/directory/swk/)

### All Courses:

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

## *Sociology and Anthropology (SOA)*

**332 Schroeder Hall, (309) 438-8668**  
**SociologyAnthropology.IllinoisState.edu**

**Interim Chairperson:** Joan Brehm

### **Programs Offered**

M.A. and M.S. degrees in Sociology, M.A. and M.S. degrees in Anthropology, and the Graduate Certificate in Social Aspects of Aging.

All master's degree programs require a minimum of 50 percent of the non-thesis credit hours applied to the degree to be 400-level courses or above.

### **Sociology Program Requirements**

The M.A./M.S. degree in Sociology requires a thesis. Additional requirements for this 38 hour degree include:

- 13 hours: SOC 440, 466, 471, 472, 493A01
- 9 hours: Sociology courses at the 400 level, excluding SOC 400, 473, 498, readings
- 4 hours: SOC 499 (master's thesis)

The remaining 12 hours may be taken at the 300 or 400 level and may include up to six hours in related non-sociology courses and up to six hours of Independent Study or Readings with consent of the graduate coordinator.

### **Applied Community and Economic Development Sequence—Sociology:**

The Applied Community and Economic Development (ACED) sequence is designed for returned Peace Corps Volunteers and students with equivalent domestic or international experience with other agencies. This 38 hour sequence requires:

- 13 hours: Sociology Required Core: SOC 440, 466, 471, 472 and 493A01 (1 hour)
- 3 hours: SOC 461 or other 400-level
- 3 hours: SOC 400-level substantive seminar
- 15 hours: ACED core ECO 490A04, POL/SOC 470, POL/SOC 477, ECO/POL/SOC 478, and 5 hours of 498 or 498A90 (The sequence ends with a required 11-month internship arranged through the Stevenson Center.)
- A master's thesis or a capstone project, with guidance from Sociology faculty. Four hours thesis (SOC 499) or capstone (SOC 497)

### **Anthropology Program Requirements**

The M.A. and M.S. degrees in Anthropology offer five 33 hour concentrations including Biological Anthropology, Cultural Anthropology, Historical

Archaeology, Japanese Studies, and Prehistoric Archaeology. However, in consultation with the Graduate Coordinator, and/or the Anthropology Graduate Committee, other concentrations are possible for a student who wants to design an individualized program using the courses of the University and the Department, and the expertise of the faculty.

The five concentrations require at least 18 hours of coursework (at least 50% of the non-thesis hours) at the 400 level in anthropology or approved courses in related disciplines. Specific course requirements include:

### **Biological Anthropology:**

- 18 hours: ANT 350, 371 or 372, 386, 460, 498 (6 hours)
- 9 hours: electives at the 400 level
- 6 hours: ANT 499

### **Cultural Anthropology:**

- 9 hours: ANT 302, 380, 460
- 12 hours of electives including 9 hours at the 400 level
- 6 hours: of a cultural/linguistic elective (at least 3 hours at the 400 level)
- 6 hours: ANT 499 (or 497 for ACED sequence only)

### **Historical Archaeology:**

- 18 hours: ANT 386, 392, 460, 481 (6 hours), 488
- 9 hours: of electives including at least 6 hours at the 400 level
- 6 hours: ANT 499 (or 497 for ACED sequence only)

### **Japanese Studies: –**

- 15 hours: ANT 302, 307, 308, 380, 460
- 12 hours: at the 400 level
- 6 hours: ANT 499 (or 497 for ACED sequence only)

### **Prehistoric Archaeology:**

- 18 hours: ANT 301, 386, 460, 481 (6 hours), 488
- 9 hours: of electives, including 3 hours at the 400 level
- 6 hours: ANT 499 (or 497 for ACED sequence only)

Accelerated Master's Degree in Anthropology: High achieving students who graduated with a degree

in ISU's Accelerated Anthropology undergraduate program are allowed to apply up to 12 hours of approved graduate courses to both the undergraduate and graduate degrees.

### **Applied Community and Economic Development Sequence—Anthropology:**

The Applied Community and Economic Development (ACED) sequence is designed for returned Peace Corps Volunteers and students with equivalent domestic or international experience with other agencies. This 37 hour sequence requires:

- 9 hours: ANT 302, 380, and 460
- 6-8 hours: electives
- 6 hours: ANT 497 (6 hours) or 499 (6 hours)
- 16 hour ACED core: ECO 490A04 (2 hours), POL/SOC 470 (3 hours), POL/SOC 477 (3 hours), ECO/POL/SOC 478 (2 hours), and 6 hours of ANT 498 or 498A90 (The sequence ends with a required 11-month internship arranged through the Stevenson Center.)

### **Graduate Certificate in Anthropology Geographic Information Systems (GIS) Graduate Certificate**

This certificate provides the specialized education and training that students need to understand GIS methodology and technology as applied field of study and data management. This certificate is intended to prepare graduates to meet the growing demand for GIS skills in academic research and other employment.

To earn the certificate students must complete the following:

- 10 hours: GEO 303, 304 and 305

### **Graduate Certificate in Social Aspects of Aging**

A multidisciplinary program designed to offer a limited number of academically and professionally oriented graduate experiences in aging. The graduate certificate is located within the Department of Sociology and Anthropology in cooperation with the Departments of Family and Consumer Sciences, Psychology, Health Sciences, Communication Sciences and Disorders and the School of Social Work.

### **Certificate Requirements**

Requirements for this 12 hour certificate include:

- SOC 411 Seminar in Gerontology (3 hours), to be taken after at least 6 hours of the other elective courses have been completed

- 9 hours of electives from among the gerontology related courses: HSC/FCS 394, PSY 303, COM 331, FCS 305, SOC 310

Experience in Gerontology: Each student enrolled in the Graduate Certificate in Social Aspects of Aging may negotiate with the certificate advisor in Sociology-Anthropology or the cooperating department for 3 hours of "experience" credit in gerontology. This may include, but is not limited to, 400 Independent Study or 498 Professional Practice in any department/program that is relevant to the Social Aspects of Aging. Each "experience" is expected to involve some focused writing and analysis assignments. This experience should ordinarily be permitted after other courses are completed, including SOC 411, Seminar in Gerontology. If the experience is of a "selected problems" type, a proposal should be approved by the Graduate Certificate in Social Aspects of Aging advisor no later than the fifth week of the semester.

### **Courses in Sociology:**

[coursefinder.illinoisstate.edu/directory/soc/](http://coursefinder.illinoisstate.edu/directory/soc/)

### **Courses in Anthropology:**

[coursefinder.illinoisstate.edu/directory/ant/](http://coursefinder.illinoisstate.edu/directory/ant/)

### **All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

*Women's and Gender Studies (WGS)*

237 Rachel Cooper, (309) 438-2947

WGS.IllinoisState.edu

Email: [WGStudies@IllinoisState.edu](mailto:WGStudies@IllinoisState.edu)

Director: Alison Bailey

**Program Offered**

**Graduate Certificate in Women's and Gender Studies**

**Program Requirements**

This 12 hour certificate requires: -

- WGS 490 or ENG 460
- 9 hours selected from the following courses: ANT 376; CJS 307, 339, 342; ENG 360, 460; HIS 330, 350; POL 337, 338; PSY 305; SOC 311, 341, 342, 366, 469A03; WGS 391, 392, 400, 498

With the approval of the graduate certificate coordinator and the Graduate School, additional courses may be approved for the certificate.

**Women's and Gender Studies Courses:**

[coursefinder.illinoisstate.edu/directory/wgs/](http://coursefinder.illinoisstate.edu/directory/wgs/)

**All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

## **College of Business - Curriculum**

**Dean:** Ajay Samant

**Associate Dean for Academic Programs and  
Curriculum:** Terry Noel

**Associate Dean for Accreditation and  
Operations:** Deborah Lindberg

**401 State Farm Hall of Business  
Business.IllinoisState.edu**

All graduate and eligible undergraduate programs in the College of Business are accredited by AACSB International, the Association to Advance Collegiate Schools of Business, including separate accreditation for the Accounting programs.

## *Master of Business Administration*

### **Program Offered**

The Master of Business Administration (M.B.A.)

### **Program Requirements**

The M.B.A. degree assumes an undergraduate knowledge base in business and economics which students with undergraduate degrees in business will normally have acquired. Students admitted with non-business undergraduate degrees may have to complete Pre-MBA Program courses before enrolling in the M.B.A. core courses. Specific requirements will be determined by the Associate Dean for Academic Programs and Curriculum (hereafter referred to as "Associate Dean"). The responsibility for demonstrating prior academic coverage of the material at the appropriate level rests with the student, and should be completed at least one month prior to the beginning of the first semester of course work.

Students who have not taken college algebra, economics, accounting, finance, and/or statistics within the past five years are strongly encouraged to take the Pre-MBA Program courses as a refresher prior to their first core course.

Students with a non-business undergraduate degree should expect to complete some or all of the following Pre-MBA Program courses online.

- Fundamentals of Economics
- Financial Accounting
- Managerial Accounting
- Principles of Management
- Principles of Marketing
- Business Math and Statistics
- Understanding Corporate Finance
- Business Law Essentials

In addition to any Pre-MBA Program courses required, some or all of which may be waived based on an individual's previous academic work, all M.B.A. candidates must complete 36 semester hours including:

- 9 hour beginning skill core courses: MBA 411, 412, 416
- 15 hour central core courses: MBA 421, 427, 430, 440, 450; Students who have successfully completed 12 or more undergraduate semester hours in a required core area may be eligible to substitute a 400-level elective in that area for the required core course.
- 3 hour capstone course: MBA 485
- 9 hours of 400-level graduate business or other pre-approved elective courses. (Graduate courses at the 300-level may not be taken to fulfill the M.B.A. elective requirements). In consultation with a Master of Business

Administration advisor, students are able to choose from among a wide offering of elective courses to design a Plan of Study. The choice should be congruent with each student's goals. Elective concentrations are offered based on student demand, including Business Analytics, Financial Management; Human Resource Management; Risk Management, Marketing Management; Organizational Leadership, Project Management; Elective courses taken outside the College of Business require prior approval by the Associate Dean and often involve additional course work to fulfill prerequisites.

Students without relevant full-time work experience are encouraged to consider a professional practice internship as an elective choice; up to three (3) hours of professional practice credit (498 in the ACC, FIL, MKT, and MQM departments) may be used in the Plan of Study toward the degree. A thesis may be substituted for up to six hours of elective course work. Please refer to the thesis section elsewhere in this catalog for Graduate School policies on thesis work.

### **Course Limitations**

No more than a total of three (3) credits can be counted from any 400 (Independent Study) and 498 (Internship) courses. Exceptions must be approved by the Associate Dean. Credit will not be given for course numbers below 400 (no 300-level graduate course will be counted in an M.B.A. Plan of Study). All core and elective courses must be completed within six years from the time of taking the first core course.

### **Credit-Hour Limitations for Non-Business Graduate Students:**

While other graduate programs on campus may require and/or give elective credit for selected MBA courses, non-MBA graduate students will not be permitted to exceed 12 credit hours of MBA course work. Non-business students seeking to enroll in MBA courses will first need to obtain their major advisor's permission to register for classes and then must submit to the MBA Office (201 State Farm Hall of Business) a completed "Non-Major Enrollment Request" form. Permission to enroll is dependent upon space availability in the requested course(s) and prior completion of prerequisites. MBA students will have priority in registration.

### **Courses**

Descriptions of courses leading to the M.B.A. degree are found under the Departments of Finance, Insurance and Law; Management and

Quantitative Methods; Marketing; Accounting; and Master of Business Administration.

**Repetition of Courses in the M.B.A. Program**

A student may register officially for an MBA course (core or elective) only twice. A student who completes a course or drops a course after census day (the tenth day of the semester) may officially enroll in the same course only one additional time.

**Master of Business Administration Courses:**  
[coursefinder.illinoisstate.edu/directory/mba/](http://coursefinder.illinoisstate.edu/directory/mba/)

**All Courses:**  
[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

## Accounting (ACC)

### 301 State Farm Hall of Business

(309) 438-7651

Business.IllinoisState.edu

Chairperson: Deborah Seifert

#### Programs Offered

M.S. in Accountancy, Integrated B.S./M.P.A. in Accountancy, Data Scientist: Business Information Systems in Accounting Graduate Certificate, Forensic Accountant Graduate Certificate, IS Audit and Control Specialist Graduate Certificate

To be admitted to take the CPA examination in Illinois for the first time, a candidate must have successfully completed at least 150 semester hours of acceptable credit and earned a baccalaureate or higher degree. The semester hours accepted by the Board must include an accounting concentration or its equivalent. A candidate will be deemed to have met the education requirement if, as a part of the 150 semester hours of education or equivalent as determined by the Board, he or she has earned a graduate degree with a concentration in accounting from a program that is accredited in accounting by the Association to Advance Collegiate Schools of Business (AACSB). The Master of Science in Accountancy and the Integrated Bachelor of Science (B.S.) Master of Professional Accountancy (M.P.A.) are accredited by the AACSB.

#### Master of Science in Accountancy

##### Program Requirements

This 30 hour degree requires:

- A comprehensive examination administered near the end of the final semester of course study
- 9 hours: ACC 430, 497 and either MBA 468 or ACC 471
- 6 hours of 400-Level accounting electives chosen from ACC 431, 434, 435, 437, and 439
- 3-12 hours: ACC: 300- or 400-level graduate accounting courses
- 3-12 hours: BE, FIL, MBA, MQM or MKT: 300-400-level graduate courses
- 6 hours must be taken outside the accounting discipline (ACC 471 and MBA 468 count as hours outside the accounting discipline, if not already counted towards the core requirement).

All 300-level courses must be approved in advance by the Department of Accounting graduate director. A minimum of 18 semester hours must be taken at the 400 level.

The College of Business only allows students to repeat a course once. Students who earn a "W" grade in either attempt must apply for permission to complete a third enrollment.

#### Integrated Bachelor of Science (B.S.) Master of Professional Accountancy (M.P.A.)

##### Program Requirements

The 150-hour B.S./M.P.A. program generally includes 30 hours of graduate course work. Successful completion of the integrated program will culminate by granting simultaneously both B.S. and M.P.A. degrees. The B.S./M.P.A. integrated program is designed for students wishing to complete both degrees at Illinois State University. The program is not designed to admit students who have already completed a bachelor's degree.

**Core courses:** Students selecting either sequence must complete the following:

- Undergraduate: BUS 100; ACC 131, 132, 230, 231, 232, 233, 235, 260, 261, 263, 270, FIL 185, 240, 375; MKT 230; MQM 100, 220, 227, 385; ECO 101 and 102; ENG 145A13; MAT 121 or 145. (Note: MAT 120 is a prerequisite for MAT 121)
- Graduate: ACC 430, 497, and either ACC 471 or 482.

#### Accountancy and Information Systems Sequence:

In addition to core courses, students must complete 24 hours as follows:

Undergraduate:

- 3 hours: ACC 368

Graduate:

- 9 hours: BIS electives chosen from ACC 353, 366, 462, 471 or MBA 468
- 6 hours: 400-level accounting electives chosen from ACC 431, 434, 435, 437, 439, 498
- 6 hours: accounting or 400-level business electives (includes ACC 471 and 482 if not already counted toward the core requirement).

#### Professional Accountancy Sequence:

In addition to core courses, students must complete 24 hours of accounting and business electives (21 graduate and 3 undergraduate):

Undergraduate:

- 3 hours: 300-level accounting electives chosen from ACC 330, 334, 336, 337, 340, 353, 398

Graduate:

- 6 hours: 400-level accounting electives chosen from ACC 431, 434, 435, 437, 439, 498
- 12 hours: 300– or 400-level accounting courses
- 3 hours: 400-level business electives chosen from outside the accounting discipline (includes ACC 471 and 482 if not already counted toward the core requirement)
- All 300-level courses must be approved in advance by the Department of Accounting graduate director. A minimum of 18 semester hours must be taken at the 400 level.

**NOTE:** Students in either sequence who wish to enhance their chances of passing the CPA examination should include in their Plan of Study the following advanced accounting courses: ACC 330, 334, 336, and 337.

#### **Repetition of Courses in the Integrated Bachelor of Science (B.S.) Master of Professional Accountancy (M.P.A.) Program**

The College of Business only allows students to repeat a course once. Students who earn a W grade in either attempt must apply for permission to complete a third enrollment.

The following courses will not count toward the M.S. in Accountancy because they are foundation/deficiency courses: ACC 401 and MBA 450.

#### **Data Scientist: Business Information Systems in Accounting Graduate Certificate**

This certificate provides training with programming tools designed specifically for data analysis such as Python programming language and R programming language. Data management will be explored including data preparation, data exploration, data representation, data discovery and data cleansing. Finally, the application of data analysis tools to existing big data sets will be performed.

This 9 hour certificate requires successful completion with a grade of B or better in each of the following courses:

- ACC 466, 471 and 420 or 467

#### **Forensic Accountant Graduate Certificate**

This graduate certificate provides exposure to issues related to accounting fraud, understanding the theory of accounting fraud, and application of

tools and procedures to detect and correct accounting fraud.

This 9-hour certificate requires successful completion with a grade of B or better in each of the following courses:

- ACC 353, 452 and 453

#### **IS Audit and Control Specialist Graduate Certificate**

This certificate provides exposure to the management of electronic commerce including eBusiness models, the IT industry, emerging trends and channel management, cybersecurity and information systems auditing, and information systems project development and management while using the systems development life cycle will be explored.

This 9 hour certificate requires successful completion with a grade of B or better in each of the following courses:

- ACC 440, 462, and 482.

#### **Accounting Courses:**

[coursefinder.illinoisstate.edu/directory/acc/](https://coursefinder.illinoisstate.edu/directory/acc/)

#### **All Courses:**

<https://coursefinder.illinoisstate.edu/directory/>

## *Business Education (BE)*

**352 State Farm Hall of Business**  
**Business.IllinoisState.edu**

**Chairperson:** Horace Melton

### **Program Offered**

#### **Master of Science in Business Education**

The MSBE degree assumes an undergraduate knowledge base in business and education which students with undergraduate degrees in business education will normally have acquired. Students admitted with a non-business undergraduate degrees may have to complete foundation courses before enrolling in any business graduate course. Specific requirements will be determined by the department chair and the program coordinator. The responsibility for demonstrating prior academic coverage of the material at the appropriate level rests with the student, and should be completed at least one month prior to the beginning of the first semester of coursework.

Students with a non-business undergraduate degree should expect to complete foundation courses as required to enter courses that have an MBA designation. Foundation courses may not count as part of the MSBE required courses. Some or all of the foundation courses (up to 17 hours) may be waived based on an individual's previous academic work.

### **Program Requirements**

- 34 total hours are required to complete this degree
- 13 hours: TCH 478, TCH 401, BE 499 (4 credit hours), and either EAF 410 or MBA 416
- 9 hours from Business Education. Recommended courses include BE 430, 454, 461 (1), 462, 465, 480, 482, or other BE courses as approved by department.
- 12 hours of electives: from MBA courses or 12 hours from 400-level courses in the College of Education.

### **Repetition of Courses in the MSBE Program**

The College of Business only allows students to repeat a course once. Students who earn a "W" grade in either attempt must apply for permission to complete a third enrollment.

## **General Administrative Endorsement with Emphasis in Vocational Education**

A career option leading to a general administrative endorsement with emphasis in vocational education is offered in cooperation with the Department of Educational Administration and Foundations through the Departments of Agriculture, Family and Consumer Sciences, Industrial Technology and Marketing (through the faculty affiliated with the Business Education programs housed there). Students interested in the vocational emphasis should (a) see department chairperson or appropriate advisor and (b) file an Intent to File for Certification form in the Office of Clinical Experiences and Certification Processes. All students who plan to receive certification for the State of Illinois via an approved Illinois State program must file official forms and follow specific procedures. Certification is not given automatically at the completion of specific course work or a degree program.

### **Business Education Courses:**

[coursefinder.illinoisstate.edu/directory/be/](http://coursefinder.illinoisstate.edu/directory/be/)

### **All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

*Finance, Insurance and Law (FIL)*

**434 State Farm Hall of Business  
(309) 438-8777**

**Business.IllinoisState.edu**

**Interim Chairperson:** Domingo Castelo Joaquin

**Programs Offered**

Description and requirements for the Master of Business Administration degree are listed in the College of Business section.

**Finance, Insurance and Law Courses:**

[coursefinder.illinoisstate.edu/directory/fil/](http://coursefinder.illinoisstate.edu/directory/fil/)

**All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

*Management and Quantitative Methods (MQM)*

**250 State Farm Hall of Business  
Business.IllinoisState.edu**

**Interim Chairperson:** Roberta Trites

Description and requirements for the Master of Business Administration degree are listed under the College of Business.

**Program Offered****Graduate Certificate in Organizational Leadership\***

The graduate certificate in organizational leadership provides students with a graduate-level experience in the topic of organizational leadership and addresses critical elements of the leadership function in contemporary organizations. The certificate consists of four courses in leadership: MQM 482 Organizational Leadership, MQM 483 Applied Organizational Leadership, MQM 484 Building High Performance Organizations, and MQM 486 Strategic Thinking and Problem Solving.

\*This certificate does not accept applications in every year. For information on availability, contact Rick Ringer by e-mail at rcringer@ilstu.edu.

**Management and Quantitative Methods Courses:**

[coursefinder.illinoisstate.edu/directory/mqm/](http://coursefinder.illinoisstate.edu/directory/mqm/)

**All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

*Marketing (MKT)*

**352 State Farm Hall of Business  
(309) 438-7261**

**Business.IllinoisState.edu**

**Chairperson:** Horace Melton

Description and requirements for the Master of Business Administration degree are listed under that section.

The Department of Marketing offers a Business Analytics Graduate Certificate and also staffs and offers graduate courses in Marketing and in Business Education.

**Business Analytics Graduate Certificate**

The ISU Graduate Business Analytics Certificate Program is designed for students who (1) have completed an undergraduate degree program, and (2) have had undergraduate training in business and/or have been employed at least one year in a business enterprise. The certificate program consists of four courses (3 credit hours each) which can be completed in an academic year. The 12 credit hours of the Business Analytics certificate would count toward an MBA degree from ISU if the student later enrolled in the MBA program.

12 total hours are required to complete this graduate certificate.

The required courses must be completed with grades not lower than a "C" while maintaining a cumulative GPA of at least a 3.00.

Required courses (12 hours): MBA 416, ACC 471, MKT 440, MKT 445.

**Marketing Courses:**

[coursefinder.illinoisstate.edu/directory/mkt/](http://coursefinder.illinoisstate.edu/directory/mkt/)

**Master of Business Administration Courses:**

[coursefinder.illinoisstate.edu/directory/mba/](http://coursefinder.illinoisstate.edu/directory/mba/)

**All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

## College of Education – Curriculum

**Dean:** James Wolfinger

**Associate Deans:** Christy Borders and Barbara Meyer

**506 DeGarmo Hall, Campus Box 5300  
Education.IllinoisState.edu**

The College of Education includes the Departments of Special Education and Educational Administration and Foundations, the School of Teaching and Learning, the Office of Clinical Experiences and Licensure Processes (CELP) in the Cecilia J. Lauby Teacher Education Center, and the University Laboratory Schools.

The mission of the College of Education is to provide state and national leadership in teacher and administrator education, educational research, and educational policy.

The preparation and continuing professional development of educators is the core of this mission. The guiding framework for teacher education at Illinois State University, “Realizing the Democratic Ideal,” captures the values of all education programs. A comprehensive offering of degree, certification, and outreach programs operated year round at both undergraduate and graduate levels constitutes the primary mechanism through which the mission is fulfilled.

The College also fulfills its strategic mission of influencing education by providing support systems for faculty engaged in research, evaluation, product development, and other creative activities. The research agenda of the College is focused on production, synthesis, and application of knowledge that contributes to solutions of contemporary education problems and issues.

The third way the College meets its responsibility to influence education is to interact directly with practitioners in the field in a variety of school, agency, and association partnerships. In addition, the College is an active participant in discussions related to educational policy development within national, state, and local arenas.

The Illinois Board of Higher Education has approved Illinois State University to offer full masters and doctoral programs off-campus. For further information contact the department chairs of Educational Administration and Foundations and Special Education or the director of the School of Teaching and Learning.

## *Educational Administration and Foundations (EAF)*

**331 DeGarmo Hall, (309) 438-5422**  
**Education.IllinoisState.edu/EAF**

**Chairperson:** Lenford Sutton

### **Programs Offered**

M.S. in College Student Personnel Administration; M.S., and M.S.Ed. in Educational Administration with sequences in Principal and Teacher Leader; Ed.D., and Ph.D. in Educational Administration with concentrations in Higher Education and P-12 Administration.

### **Certificates**

Post-Baccalaureate Teacher Leader Certificate, Post-Master's Graduate Certificate for Superintendent Endorsement in Educational Administration, Post-Master's Graduate Certificate for Chief School Business Official.

### **College Student Personnel Administration Program Requirements**

The CSPA Master of Science degree offers three options:

**Option I—Capstone Seminar:** This 42 hour option requires:

- 36 hours: EAF 410, 428A01, 461, 462, 463, 464 (taken twice), 466, 467, 473, 482A01, and 484
- 6 hours: electives

**Option II—Comprehensive Exam:** This 36 hour option requires:

- 30 hours: EAF 410, 428A01, 461, 462, 463, 464, 466, 467, 473, and 484
- 6 hours: electives

**Option III—Thesis:** This 39 hour option requires:

- 30 hours: EAF 410, 428A01, 461, 462, 463, 464, 466, 467, 473, and 484
- 0-2 hours: electives
- 4-6 hours EAF 499
- Successfully defend a thesis

### **Principal Sequence (M.S. & M.S.Ed.)**

This 36 hour sequence requires:

- 30 hours: EAF 430, 431, 432, 433, 434, 435, 436, 437, 438, 439
- 6 hours: 498

- Candidates will prepare an individual student portfolio documenting that all requirements established in the Department of Educational Administration and Foundations Assessment System have been successfully met. This documentation includes multiple measures of knowledge, performance, and disposition standards. A current listing of portfolio requirements can be obtained from the department.

### **Teacher Leader Sequence (M.S. & M.S.Ed.)**

This 33 hour sequence requires:

- 27 hours: EAF 418, 419, 420, 431, 435, 437; SED 454; TCH 473, 478
- 6 hours: A two-semester action research project and capstone course including EAF 415 and EAF 438. Students must have attained Advanced Graduate status to begin the capstone experience.
- Candidates will prepare an individual student portfolio documenting that all requirements established in the Department of Educational Administration & Foundations Assessment System have been successfully met. This documentation includes multiple measures of knowledge, performance, and disposition standards. A current listing of portfolio requirements can be obtained from the Department.

### **Doctoral Program Requirements**

Two doctoral concentrations are offered including: Higher Education and P-12 Administration.

P-12 applicants with an Ed.S. degree from an accredited institution and proof of at least five years of building- or district-level administrative experience within the last eight years may transfer up to 30 hours of doctoral level coursework (not including dissertation hours). Concentrations are not listed on transcript. Suggested coursework follows:

### **Ph.D. Higher Education Concentration**

This 75 hour concentration suggests:

- 15 hour PhD core: EAF 415, 509, 582, 583, 594
- 6 hours: selected from EAF 521, 523, 525, 526
- 15 hours: selected from EAF 468, 469, 493, 561, 564, 570, 578
- 12 hours: selected from EAF 411, 510, 511, 512, 513, 515
- 12 hours: electives
- 15 hours: EAF 599, dissertation research
- A doctoral examination—

- Other university requirements for these degrees are listed elsewhere in this catalog.

Students also seeking Superintendent Endorsement should select all of the following courses:

- EAF 508, 548, 576, 575, 579, 580, 584, 585, 586, 587, 596, 598 (6 hours)

#### **Ed.D Higher Education Concentration**

This 75 hour concentration suggests:

- 42 hours: EAF 415, 468, 469, 509, 510, 521, 561, 564, 570, 578, 582, 583, 598 (6 hours)
- 3 hours: EAF 594
- 15 hours: electives selected from EAF 411, 511, 512, 513, 515
- 15 hours: EAF 599, dissertation research
- A doctoral examination-
- Other university requirements for these degrees are listed elsewhere in this catalog.

#### **Ph.D. P-12 Administration Concentration**

This 75 hour concentration suggests:

- 15 hour PhD core: EAF 415, 509, 582, 583, 594
- 6 hours: selected from EAF 521, 523, 524, 525, 526
- 15-18 hours: EAF 508, 548, 575, 576, 579, 580, 584, 585, 586, 587, 596, 598 (6 hours)
- 12 hours: selected from EAF 411, 510, 511, 512, 513, 515
- 15 hours: EAF 599, dissertation research
- A doctoral examination-
- Other university requirements for these degrees are listed elsewhere in this catalog.

Students also seeking Superintendent Endorsement should select 5 of the following courses:

- EAF 548, 575, 576, 579, 580, 584, 585, 586, 587, 596, 598 (6 hours)

#### **Ed.D. CPED P-12 Concentration**

The Department of Educational Administration and Foundations is a Phase III member of the Carnegie Project on the Education Doctorate (CPED) seeks to build sustainability and capacity in education leaders by integrating school improvement research into training for aspiring P-12 leaders.

This 75 hour concentration requires:

- 21 hours: EAF 415, 508, 510, 521, 582, 583, 590, 594
- 27 hours: EAF 548, 576, 580, 584, 585, 586, 587, 598 (6 hours)

- 3 hours: selected from: EAF 411, 511, 512, 513, 515
- 9 hours: electives selected from EAF 473, 484, 500 (1-3 hours), 523, 524, 525, 526, 563, 575, 579, 596
- 15 hours: EAF 599, dissertation research
- A doctoral examination–
- Other university requirements for these degrees are listed elsewhere in this catalog.

#### **Requirements for Ph.D. Candidacy**

A Doctor of Philosophy student will be admitted to candidacy after 1) a Degree Audit (formerly Plan of Study) has been submitted to the Graduate School and approved; 2) the comprehensive/preliminary examination has been successfully completed and reported to the Graduate School and 3) the research tool requirement has been met (see EAF additional requirements below); and 4) the dissertation proposal has been approved by the dissertation committee and reported to the Graduate School.

EAF Research Methodology Requirements: To qualify for candidacy, the Department of Educational Administration and Foundations requires a Ph.D. student to demonstrate proficiency in two research methodologies selected from the following options:

1. statistical research methods;
2. qualitative research methods;
3. assessment and/or program evaluation-based research methodologies; and/or
4. other research methodologies (e.g., legal research, policy analysis).

#### **Non-Degree Graduate-Level Certificates**

##### **Post-Baccalaureate Teacher Leader Certificate**

The Post-Baccalaureate Teacher Leader Certificate program requires 18 credit hours of coursework that lead to Illinois Teacher Leader Endorsement: EAF 418, 419, 420; SED 454; TCH 473 and 478.

##### **Post-Master's Graduate Certificate for General Administrative Certification**

This program is not currently accepting applications. For candidates currently enrolled, no general administrative endorsement shall be issued after August 31, 2014, pursuant to Illinois School Code Section 25.335.

**Post-Master's Graduate Certificate for Superintendent Endorsement in Educational Administration**

The course of study for this Post-Master's Graduate Certificate meets the requirements for the Superintendent Endorsement. Required for admission is documentation of P-12 leadership experience, Type 75 certificate, and possession of a master's degree from a regionally accredited institution. For this 36 hours program, the following courses (3 credit hours each) are required: EAF 508, 521, 548, 576, 580, 583, 584, 585, 586, 587, and 598.

**Post-Master's Graduate Certificate for Chief School Business Official**

The course of study for this Post-Master's Graduate Certificate meets the requirements for the Chief School Business Official Endorsement. Required for admission is documentation of possession of a Type 75 certificate, a master's degree, and P-12 leadership experience. Applicants with a master's degree in Business or Accounting do not need the Type 75 certificate. For this 36 hour program, the following courses (3 credit hours each) are required: EAF 508, 521, 548, 575, 576, 579, 580, 584, 585, 586, 587, and 596.

**Educational Administration and Foundations Courses:**

[coursefinder.illinoisstate.edu/directory/eaf/](http://coursefinder.illinoisstate.edu/directory/eaf/)

**All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

## *Special Education (SED)*

**533 DeGarmo Hall, (309) 438-8980**  
**Education.IllinoisState.edu/SED**

**Chairperson:** Stacey R. Jones Bock

### **Programs Offered**

M.S., Special Education Sequence, and Interdisciplinary Early Intervention Sensory Disabilities Sequence, M.S.Ed., Ed.D. in Special Education, and Post-Master's Graduate Certificate for Director of Special Education.

Certificates offered: Behavior Intervention Specialist, Curriculum Adaptation Specialist, Deaf and Hard of Hearing Listening and Spoken Language Professional Graduate Specialization Certificate, Early Intervention Vision Specialist, Multiple Disability Specialist, Technology Specialist, Transition Specialist.

### **Master of Science Degree Programs**

#### **Special Education Sequence Requirements**

This 39 hour degree requires:

- 24 hours: EAF 410 or 415; SED 409, 410, 422 or 472, 440, 445 or 470, 448, and 454. Students successfully completing the core are considered to have Advanced Graduate status.
- 6 hours: An area of concentration or approved sequence of electives to be determined with the graduate advisor, including a minimum of 6 hours of graduate work.
- 9 hours: A pre-approved capstone research or application project including SED 482 and a minimum of 6 additional hours from SED 498 or SED 499. Students must have attained Advanced Graduate status to begin the capstone experience.

Candidates will prepare an individual student portfolio documenting that all requirements established in the Department of Special Education Performance-Based Assessment System have been successfully met. This documentation includes multiple measures of knowledge, performance, and disposition standards. A current listing of portfolio requirements can be obtained from the Department.

#### **Interdisciplinary Early Intervention Sensory Disabilities Sequence Requirements**

This 33 hour sequence requires:

- 24 total hours in major department

- SED 409, 420, 421, 423, 440, 482, 498A03 (6 hours); CSD 406, CSD 420 or CSD 412; EAF 410
- The required courses must be completed with grades not lower than a "C" while maintaining a cumulative GPA of at least a 3.00 for retention in the program.

Prerequisite: Students must have completed a bachelor's degree or higher in Special Education with an emphasis in blind/partially sighted or deaf/hard of hearing.

### **Master of Science in Education Degree**

#### **Program Requirements**

The Master of Science in Education degree is intended for teachers with prior general education licensure who are currently teaching with a special education caseload or are seeking special education endorsement.

This 39 hour degree requires:

- 30 hours: EAF 410 or 415; SED 406, 407, 410, 422, 440, 445, 448, 454 and 477. Students successfully completing the core are considered to have Advanced Graduate status.
- 6 hours: An area of concentration or approved sequence of electives to be determined with the graduate advisor, including a minimum of 6 hours of graduate work.
- 3 hours: A two-semester Clinical Capstone experience including SED 490 (1 credit hour) and SED 491 (2 credit hour). Students must have attained Advanced Graduate status to begin the capstone experience.

Candidates will prepare an individual student portfolio documenting that all requirements established in the Department of Special Education Performance-Based Assessment System have been successfully met. This documentation includes multiple measures of knowledge, performance, and disposition standards. A current listing of portfolio requirements can be obtained from the Department.

#### **Post-Master's Graduate Certificate for Director of Special Education Program Requirements**

Requirements for endorsement as a Director of Special Education may be met through a post-master's degree program (Doctorate in Special Education) or through a non-degree program. Students seeking Director of Special Education endorsement must be admitted to the department as a post-master's graduate certificate student or as a doctoral student. Coursework will enable students to meet ISBE standards leading to the Director of Special Education endorsement.

This 24 hour post-master's graduate certificate requires:

- 18 hours: EAF 434\*, SED 447, 502, 513, 517, 579
- 6 hours: 598A03
- Depending on coursework completed at the Master's level, the student may need to complete SED 422 or an equivalent to meet Illinois State Board of Education professional license endorsement requirements.

\*This course may be fulfilled by those who have a principal endorsement Master's degree. Substitute this with a foundational course.

### **Doctoral Program Requirements**

All doctoral candidates must complete a minimum of 75 semester hours to include:

- 23 hours of core course work: EAF 415, 508 or 509, 510; SED 501, 502, 512, 513, 540
- 22 hours of specialized course work consisting of: SED 514, 515, 522, 579, 591, 594, 598A01, 598A02
- 15 hours of electives
- 15 hours of dissertation work resulting in an approved dissertation

### **Graduate Certificate Programs in Special Education**

All graduate certificates: Students must maintain a 3.0 cumulative grade point and have a minimum grade of C in each required course. Performance-based portfolios are required.

Program completers in the Behavior Intervention, Curriculum Adaptation, Multiple Disabilities, Technology, or Transition graduate certificate programs who pass a state certification examination may also receive an advanced teaching endorsement from the Illinois State Board of Education.

### **Behavior Intervention Specialist:**

Certificate requirements include:

- Prerequisites: SED 101, 145, or 411 or equivalent survey course
- 15 hours: SED 410, 448, 449, 452, and 454. SED 410, 448, 449, and 452 require application of knowledge and skills with appropriate student populations
- Students may be required to have concurrent enrollment in SED 498 if not currently teaching in a setting that allows for application of these skills.

### **Curriculum Adaptation Specialist:**

Certificate requirements include:

- Prerequisites: SED 101, 145, or 411 or equivalent survey course
- 12 hours are required including SED 410, 422, 445, and 454. SED 410, 422, and 445 require application of knowledge and skills with appropriate student populations
- Students may be required to have concurrent enrollment in SED 498 if not currently teaching in a setting that allows for application of these skills.

### **Deaf and Hard of Hearing Listening and Spoken Language Professional Graduate Specialization Certificate:**

Certificate requirements include:

- Prerequisites: SED 101, 145, or 411 or equivalent survey course
- 12 hours are required including SED 402, 403, 404, and 405
- Some courses require application of knowledge and skills with appropriate student populations; therefore, students will be required to enroll in 3-6 semester hours of SED 498 unless this requirement is specifically waived by the department.

### **Early Intervention Vision Specialist:**

This 15 hour certificate requires:

- SED 414, 415, 416, 417; and 498A02 Professional Practice
- 3.0 Cumulative graduate GPA

### **Multiple Disabilities Specialist:**

Certificate requirements include:

- Prerequisites: SED 101, 145, or 411 or equivalent survey course
- A minimum of one year or current experience teaching students with severe or multiple disabilities
- 15 hours: SED 470, 471, 472, 473, and 474
- Some courses require application of knowledge and skills with appropriate student populations. Students may be required to have concurrent enrollment in SED 498 Professional Practice if not currently teaching in a setting that allows for application of these skills.

**Technology Specialist:\***

Certificate requirements include:

- Prerequisites: SED 101, 145, or 411 or equivalent survey course
- 9 hours: SED 377, 379, and 479
- Students who have not completed Technology Passport requirements will also be required to complete TCH 401 or an equivalent course.
- SED 479 requires application of knowledge and skills with appropriate student populations. Students may be required to have concurrent enrollment in SED 498 Professional Practice if not currently teaching in a setting that allows for application of these skills.

**Transition Specialist:**

Certificate requirements include:

- Prerequisite: SED 101, 145, or 411 or equivalent survey course
- 12 hours are required including SED 451, 453, 455, and 457
- All courses require application of knowledge and skills with appropriate student populations. Students may be required to have concurrent enrollment in SED 498 Professional Practice if not currently teaching in a setting that allows for application of these skills.

\*Certificate programs with an asterisk are currently closed to new admissions.

**Special Education Courses:**

[coursefinder.illinoisstate.edu/directory/sed/](http://coursefinder.illinoisstate.edu/directory/sed/)

**All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

## *Teaching and Learning (TCH)*

**232 DeGarmo Hall, (309) 438-5425  
Education.IllinoisState.edu/TCH**

**Interim Director:** Alan Bates

### **Programs Offered**

M.S. in Teaching and Learning, M.S.Ed. in Reading, Ed.D. in Teaching and Learning, and Post-Baccalaureate Library Information Specialist Certificate

All master's degree programs require a minimum of 50 percent of the non-thesis credit hours applied to the degree to be 400-level courses or above.

### **Program Requirements**

#### **M.S. in Teaching and Learning Program Requirements**

The M.S. in Teaching and Learning requires either a thesis option or a culminating research experience option. This 30 hour program requires:

- 15 hours: TCH 407, 409, 411, 478; EAF 410
- 9 hours of an area of concentration designed with an advisor
- 6 hours of research experience: Either TCH 481 and TCH 482 or 6 hours TCH 499

#### **M.S. Ed. in Reading Program Requirements**

This 36 hour degree program requires:

- 27 hours: TCH 452, 462, 463, 464, 465, 466, 467, 471, 474
- 6 hours of professional research experience: TCH 468 and 469
- 3 hours of electives

#### **Doctor of Education in Teaching and Learning (Ed.D.)**

##### **Program Requirements**

This 66 hour degree requires:

- 15 hours: TCH 501, 562, 576, 407, 580
- 6 hours of educational foundations: courses selected to support the area of concentration
- 15 hours: of an area of concentration: courses selected with the assistance of an advisor based on student area of interest
- 3 hours of practicum: TCH 598
- 12 hours of research methods: Courses generally include TCH 575, 595 and other research methodology courses from TCH or from other departments on campus

- 15 hours of dissertation research
- A passed doctoral examination

Scholarly Development Requirement (in lieu of Residency Requirement): A doctoral student is expected to work with one or more faculty scholar-mentors to demonstrate scholarly development as a joint or single author. This demonstration is to be completed after 18 semester hours of coursework and prior to undertaking the comprehensive doctoral examination. The demonstration of scholarly development may take the form of, but is not limited to, one of the following: prepare and submit a manuscript for publication; prepare and deliver a conference paper or presentation or prepare and submit a grant proposal for funding. Such scholarly work should be directed to at least a statewide audience.

### **Endorsing Teaching Certificates**

#### **Reading Teacher**

The Illinois State Board of Education has identified six areas of study required of all teachers whose major teaching assignment is reading. All teachers assigned departmentalized responsibility in reading or language arts must meet this 24 semester hour requirement. The M.S.Ed. in Reading Program offers all coursework leading to the endorsement of a reading teacher.

#### **Reading Specialist**

Coursework leading to the Reading Specialist is offered in the M.S.Ed. in Reading Program. The program leading to the K-12 Reading Specialist Certificate requires the completion of 36 semester hours in reading and related educational areas. Students working on the Reading Specialist must first have a current teaching certificate. Other requirements, including any tests required for certification, can be found at the Teaching and Learning website.

#### **Post-Baccalaureate Graduate Certificate in Library Information Specialist**

The Post-Baccalaureate Library Information Specialist Certificate provides 24 hours of coursework that prepares teachers to work in school libraries. The program is available to certified teachers and to students who have completed the bachelor's degree and are working on their initial certification. It is designed to help students receive endorsement as Library Information Specialist and to pass the Illinois content area examination. The course of study requires satisfactory completion of the following courses: TCH 414 (within the first two semesters of enrollment), 416, 440, 442, 444, 445, either 449 or 454, and three more elective credit

## 92 Teaching and Learning

hours in library science-related courses. Some of these courses may apply as electives to a degree program. Information on admission is available from the School of Teaching and Learning.

### **Teaching and Learning Courses:**

[coursefinder.illinoisstate.edu/directory/tch/](https://coursefinder.illinoisstate.edu/directory/tch/)

### **All Courses:**

[coursefinder.illinoisstate.edu/directory/](https://coursefinder.illinoisstate.edu/directory/)

## **College of Fine Arts – Curriculum**

**Dean:** Jean Miller

**Associate Dean for Research and Planning:**

Sara Semonis

**Assistant Dean for Academic Programs and**

**Student Affairs:** Janet Tulley

**116 Center for Visual Arts**  
**FineArts.IllinoisState.edu**

The College of Fine Arts offers graduate degrees in Art, Music, Theatre (School of Theatre and Dance), and Arts Technology. The College educates artists and designers, performers, teachers, scholars, and interdisciplinary creatives in terminal degrees in Art and in Theatre, and in preparation for further study at the doctoral level or for advancement in their professions.

The College offers the following degrees at the graduate level:

Master of Science (M.S.) in Art, Theatre Studies, or  
Arts Technology

Master of Arts (M.A.) in Art or Theatre Studies

Master of Fine Arts (M.F.A.) in Art or Theatre

Master of Music (M.M.)

Master of Music Education (M.M.E.)

The degree programs provide a flexible curricula for a variety of student talents and research interests.

## *Arts Technology (ATK)*

**216B Center for the Visual Arts**

**Phone: (309) 438-8322**

**FineArts.IllinoisState.edu/arts\_tech**

**Program Director:** Aaron Paolucci

### **Programs Offered**

M.S. in Arts Technology

### **Program Requirements**

This 39 hour degree requires: -

- 9 hour core: ATK 450 and 6 hours of ATK 480
- 9 hours from one of the emphases below. ATK 380, 460, and 480 multiple enrollments allowed with different topics or experiences
- 9 hours: electives from related coursework outside of the fine arts or additional fine arts coursework in consultation with the program advisor
- 3 hours: internship or professional practice experience in arts technology (ATK 498)
- 5 hours: directed project (ATK 490)
- 4 hours: ATK 401 portfolio development. Each credit hour must be scheduled so that they are taken while enrolled in the 8th, 18th, 27th, and 39th hour of degree study

**Art and Theatre emphasis.** In consultation with the program advisor, students will select 9 hours of study related to the visual arts from ATK 300, 301, 302, 380, 460, 480; or other courses from Art, Music, or Theatre and Dance that make extensive application of computer technology as approved by the program advisor.

**Music emphasis.** In consultation with the program advisor, students will select study related to computer music applications to include 9 hours from ATK 300, 301, 302, 345, 380, 460, 480; MUS 353; or other courses from Art, Music, or Theatre and Dance that make extensive application of computer technology as approved by the program advisor.

**NOTE:** All master's degree programs require a minimum of 50 percent of the non-thesis credit hours applied to the degree to be 400-level courses or above.

### **Arts Technology Courses:**

[coursefinder.illinoisstate.edu/directory/atk/](http://coursefinder.illinoisstate.edu/directory/atk/)

### **All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

## Art

**119 Center for the Visual Arts**  
**(309) 438-5621**

**FineArts.IllinoisState.edu/art**

**School Director:** Michael J. Wille

### Programs Offered

M.A., in Art with a sequence in Visual Culture; M.S. in Art with sequences in Art Education or Art Education plus Initial Licensure; M.F.A. in Art.

### Master's Degree Programs Program Requirements

All master's degree programs require a minimum of 50 percent of the non-thesis credit hours applied to the degree to be 400-level courses or above.

#### M.A. in Art—Sequence in Visual Culture

This 32 hour sequence requires:

- 9 hour core: ART 475, 478, and ART 497
- 9 hours: coursework in art history and/or visual culture
- 9 hours: in related field(s) outside the School of Art (history, literature, anthropology, etc.)
- 4-6 hours: Thesis work (ART 499)
- Pass a comprehensive exam
- Meets the language requirements for a Master of Arts degree
- A candidate for the degree must spend at least one full term in residence in order to qualify for the degree. A full term may be interpreted as one semester with a class load of 9-15 hours, or a summer session with a class load of 6-9 hours.
- Students who have not satisfied the language requirement for an M.A. before entering the program must do so by the commencement of the third semester (or, for part-time students, with the acquisition of the equivalent number of semester hours) while pursuing the program.

#### M.S. in Art—Sequence in Art Education

Licensed art educators may pursue their master's degree on a full-time or part-time basis. This 32 hour sequence requires:

- 9 hour core: ART 475, 478, 497
- 9 hours: ART 401, 402, 403
- 8 hours of electives
- 6 hour thesis or a comprehensive exam and 6 additional hours of electives
- A candidate for the degree must spend at least

one full term in residence in order to qualify for the degree. A full term may be interpreted as one semester with a class load of 9-15 hours, or a summer session with a class load of 6-9 hours.

#### M.S. in Art—Sequence in Art Education plus Initial Licensure

Students with a bachelor's degree in studio art can pursue their master's degree while working toward initial licensure in Illinois State University's Initial Licensure program.

This track takes 5-6 semesters, which includes a semester of student teaching and either the completion of a comprehensive exam or a semester dedicated to thesis writing. Coursework for initial licensure and master's degree are taken concurrently.

This 32 hour sequence requires:

Please refer to the art teacher licensure requirements in the Undergraduate Catalog.

- 9 hour core: ART 475, 478 and 497
- 9 hours: ART 401, 402, 403
- 8 hours of electives
- 6 hour thesis or a comprehensive exam and 6 additional hours of electives
- A candidate for the degree must spend at least one full term in residence in order to qualify for the degree. A full term may be interpreted as one semester with a class load of 9-15 hours, or a summer session with a class load of 6-9 hours.

#### Master of Fine Arts (M.F.A.)

The Master of Fine Arts in Art is a 60-hour program that emphasizes both theory and practice in the production, history, and teaching of the visual arts. Candidates will be expected to demonstrate artistic proficiency in at least one of the following disciplines: painting and drawing, sculpture and expanded media, printmaking, video, ceramics, photography, or glass. Candidates will also be expected to demonstrate proficiency in written and oral communication.

Students may also engage in an internship or apprenticeship. This may take the form of a guided teaching experience or work in a professional area related to the student's area of interest. The exact nature of this experience will be worked out through counseling between the major advisor and the student and will be tailored to best suit the needs of each student. This project will be subject to approval of the student's graduate committee and the School Director.

It should be understood that the accumulation of 60 semester credit hours is not the primary criterion in evaluating a student's final achievement. The primary criterion in the evaluation of the MFA degree will be a Thesis Exhibition which demonstrates intellectual maturity and artistic proficiency in the student's major studio area. In addition to the Thesis Exhibition, the MFA degree requires the completion of a Thesis Supportive Statement, which is a critical essay that focuses on the student's studio work, its development, and its cultural and historical references. The M.F.A. Candidate will be required to pass an oral defense.

### **M.F.A. Program Requirements**

This 60 hour degree program requires:

- 36 semester hours must be taken in the School of Art, of these at least 24 must be at the 400 level
- 24 semester hours must be in the student's major studio area, of these at least 18 must be at the 400 level
- Of the total required 60 hours, 12 semester hours must be taken in art history, or nine hours may be taken in art history with three hours in related areas such as aesthetics, philosophy, or anthropology, or ART 494 MFA Seminar
- 3 hours: ART 494 MFA Seminar. Taking the MFA Seminar to satisfy Art History requirements does not substitute for this requirement (494 is included within the 36 hours)
- 6 hours: ART 496 M.F.A. Exhibition and Supportive Statement. This will involve a comprehensive exhibition of studio work, an exhibition-related written project, and a comprehensive oral examination. A candidacy review must take place before a student can enroll in ART 496 or schedule the MFA exhibition and must include approval of proposal for the supportive statement. (496 is included within the 36 hours.)

The School reserves the right to keep images of original work produced by graduate students for educational and archival purposes.

#### **Art Courses:**

[coursefinder.illinoisstate.edu/directory/art/](http://coursefinder.illinoisstate.edu/directory/art/)

#### **All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

## Music (MUS)

**230 Centennial East, (309) 438-7631**

**FineArts.IllinoisState.edu/music**

**School Director:** Stephen Parsons

### Programs Offered

M.M.Ed. and the M.M. with sequences in: Collaborative Piano, Composition, Conducting, Music Therapy, and Performance.

### Master of Music (M.M.) Program Requirements

**Graduate Proficiency Examinations:** During the first week of enrollment, all new graduate music students must take proficiency examinations in music theory and music history/literature. Students who do not pass or do not take the Graduate Proficiency Exam in Music History/Literature during the first semester of enrollment must complete remediation assigned by the Music History faculty, or retake the Graduate Proficiency Exam in Music History within a calendar year of the first attempt. Students who choose to retake the exam and do not pass must then complete remediation assigned by the Music History faculty. Remediation may include enrollment in one or more undergraduate music history courses or an alternate remediation as assigned by the faculty. Students who do not pass or do not take the Graduate Proficiency Exam in Music Theory during the first semester of enrollment must enroll in courses to be determined by the Music Theory faculty.

**Ensemble Requirement:** All Music graduate students who are full-time and in-residence Music majors are required to enroll and perform in a faculty-conducted ensemble for a minimum of two semesters. The choice of ensemble must be approved by the ensemble director and the applied studio faculty. Additional ensembles may be taken with the approval of the ensemble director, the applied faculty, and the Music Graduate Coordinator. The ensemble requirement may be waived for summers-only students or part-time students with the approval of the advisor and the Graduate Coordinator. All graduate assistants must be enrolled in a major ensemble related to their primary applied area each semester that they hold an assistantship.

**Chamber Music:** All students pursuing the M.M. Performance Sequence are encouraged to enroll in a Chamber Music Ensemble (MUS 439 or 483) for a minimum of one semester.

### Collaborative Piano Sequence

This 35 hour sequence requires:-

- 12 hours: applied music courses (MUS 440)
- 2 hours: chamber music (MUS 439A30)
- 11 hours: MUS 322, 407, 452, 457
- 7 hours of electives in a cognate music field, which may be selected from but are not limited to, the following: non-degree recitals, music technology, music history, music theory, music education, music therapy, music business, applied music, jazz studies, ensembles, and non-music courses.
- 2 hours: 2 semesters of ensemble selected from MUS 365, 439A70, 439A90, 481A05, 481A06, 482, 484, 486, 487, and 488. Multiple enrollments allowed.
- 1 hour: Exit requirements for the Collaborative Piano Sequence include a written comprehensive examination and one recital (MUS 496). The comprehensive exam must be taken in the semester during which the student will graduate.

### Composition Sequence

This 33 hour sequence requires:

- 6 hours chosen from the following: MUS 303, 304, 305, or 407
- 9 hours: 402, 452, and 457
- 9 hours: MUS 405
- 3 hours selected from: ATK 340, 345, and 380; MUS 355, 356, 391, 392, 394, 395, and 396
- 2 hours selected from: MUS 365, 439A70, 439A85, 439A90, 481A05, 481A06, 481A07, 482, 484, 486, and 488.
- 4 hours: MUS 499 (Exit Composition) and a written comprehensive examination

### Conducting Sequence

This 35 hour sequence requires:

- 12 hours applied conducting (MUS 430)
- 2 hours: MUS 495
- 9 hours: MUS 407, 452, 457
- 9 hours of electives in a cognate music field, which may be selected from, but are not limited to, the following: non-degree recitals, music technology, music history, music theory, music education, music therapy, music business, applied music, jazz studies, ensembles, and non-music courses
- 2 hours: 2 semesters of ensemble selected from MUS 365, 439A70, 439A85, 439A90, 481A05, 481A06, 482 and 484 (MUS 488 may

satisfy the requirement with the permission of the Choral Department). Multiple enrolments allowed in applied conducting, ensembles, and non-degree recitals.

- 1 hour: Exit requirements: Written comprehensive examination and one graduate recital (MUS 496). The comprehensive exam must be taken during the semester in which the student will graduate.

### Jazz Performance Sequence

This 35-hour sequence requires:

- 8 hours: Applied Jazz (MUS 438A70).
- 13 hours: MUS 325, 326, 402, 452, 457.
- 4 hours: Jazz Ensemble (jazz big band) 439A70. Ensembles may be repeated.
- 9 hours of electives in a cognate music field which may be selected from, but are not limited to, the following: non-degree recitals, music technology, music history, music theory, music education, music therapy, music business, applied music, jazz studies, ensembles, music theory/composition, and non-music courses.
- 1 hour: Exit requirements include a written comprehensive examination and one recital (MUS 496). The comprehensive exam must be taken in the semester during which the student will graduate.

**Academic Advisor:** All new graduate students must meet with the Music Graduate Coordinator/Graduate Advisor during the first two weeks of their first semester and submit a Plan of Study, which is a requirement for degree completion.

### Music Therapy Sequence

This is a 35-36-hour sequence. Entrance into the Music Therapy sequence requires that the student has completed or will complete equivalency requirements for music therapy certification. Equivalency includes a degree in music and the following: MUS 194, 294, 298A01 (4 hours), 340, 341, 360, and 398. Depending upon the student's undergraduate studies, some may need to take one or more of the following: MUS 117, 118, 122A30, 126, 298A01, 398; and PSY 110, 213, 346, 350.

This 35-36 hour sequence requires:

- 15 hours: MUS 442, 443, 444, 452, 459, 498A10
- 3 hours: music elective
- 2 hours: 2 semesters of ensemble selected from MUS 365, 439A70, 439A85, 439A90,

481A05, 481A06, 481A07, 482, 484, 486, and 488

- 12 hours: 300-/400-level courses in concentrations such as psychology, education, gerontology, and arts technology, or others designed by student with music therapy faculty approval
- 3-4 hours: Exit requirements: Written comprehensive examination and either 4 hours of MUS 499 Thesis, or 3 hours of MUS 498A12, Professional Practice: Music Therapy Clinical Project

### Performance Sequence

This 35 hour sequence requires:

- 12 hours: applied music courses on the major instrument (MUS 430-438)
- 2 hours: music pedagogy and literature courses (MUS 330); MUS 407, 452, 457
- 9 hours of electives in a cognate music field, which may be selected from, but are not limited to, the following: Non-degree recitals, music technology, music history, music theory, music education, music therapy, music business, applied music, jazz studies, ensembles, and non-music courses
- 2 hours: 2 semesters of ensemble, selected from MUS 365, 439A70, 439A85, 439A90, 481A05, 481A06, 482, 484, and 486 (MUS 488 may satisfy the requirement with the permission of the Choral Department). Multiple enrollments allowed in ensembles.
- 1 hour: Exit requirements: Written comprehensive examination and one recital (MUS 496). The comprehensive exam must be taken in the semester during which the student will graduate.

**Piano Performance only:** In addition to the courses listed above, piano performance majors are required to take MUS 322 and an additional 2 hours of MUS 330. Electives are reduced to 5 hours. MUS 487 may satisfy the ensemble requirement with the approval of the Keyboard Area Coordinator.

### String Pedagogy Sequence

This 36-hour sequence requires:

- 8 hours: applied music courses on the student's primary instrument (MUS 436).
- 6 hours: string pedagogy courses (MUS 330, 498A05).
- 9 hours: core music courses (MUS 452; 407 or 474; 457).

- 7 hours: electives in a music and/or education field, which may be selected from, but are not limited to, the following: music education, applied music on a secondary stringed instrument, conducting, non-degree recitals, chamber music, music therapy, and early childhood education.
- 4 hours: orchestra (MUS 482).
- 2 hours: Exit requirements include a written comprehensive examination and Final Project in String Pedagogy (MUS 475). The comprehensive exam and final project must be taken in the semester during which the student will graduate.

**Academic Advisor:** All new graduate students must meet with the Music Graduate Coordinator/Graduate Advisor during the first two weeks of their first semester and submit a Plan of Study, which is a requirement for degree completion.

#### **Master of Music Education Program Requirements**

This 32-34 hour degree program requires:

- 16 hours: MUS 452, 459, 470, 471, 472, 473
- 2 hours: 2 semesters of ensemble selected from MUS 365, 439A70, 439A90, 481A05, 481A06, 481A07, 482, 484, 486, and 488
- 12 hours of electives in a cognate field, which may be approved by the M.M.Ed. advisor and the Music Graduate Coordinator
- 2-4 hour exit requirements a written comprehensive examination and one of the following: a 4-hour thesis (MUS 499), a 2-hour professional practice music education project (MUS 498A01), or 4 additional hours to complete a non-thesis/project degree

All master's degree programs require a minimum of 50 percent of the non-thesis credit hours applied to the degree to be 400-level courses or above.

This degree has a fully online plan of study available as well as a traditional full-time on campus option. The ensemble requirement may be waived for online students with the approval of the advisor and the Music Graduate Coordinator.

#### **Music Courses:**

[coursefinder.illinoisstate.edu/directory/mus/](http://coursefinder.illinoisstate.edu/directory/mus/)

#### **All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

## *Theatre and Dance* (THD)

212 Centennial West, (309) 438-8783

FineArts.IllinoisState.edu/theatre

School Director: Janet Wilson

### **Programs Offered**

**M.A., M.S. degrees in Theatre Studies; M.F.A. in Theatre**

### **Master of Science in Theatre Studies Program Requirements**

This 36 hour degree requires:

- 6 hour thesis (THE 499) or passing a comprehensive examination
- 3 hours: THE 497
- 9 hours of history/theory-criticism with at least 3 in history and 3 in theory/criticism
- 3 hours in acting
- 3 hours in directing
- 3 hours in design/technical theatre (costume, scenic or lighting design)
- 4 hours of THE 477
- 14 hours of approved electives

### **Master of Arts in Theatre Studies Program Requirements**

This 36 hour degree program requires:

- completion of the requirements outlined above
- The student must have either earned credit for a minimum of two years of a foreign language at the college level, or must demonstrate a reading knowledge of a foreign language. This latter requirement is met by passing an examination administered by the appropriate foreign language faculty or a reading language proficiency test.

All master's degree programs require a minimum of 50% of the non-thesis credit hours applied to the degree to be 400-level courses or above.

### **Master of Fine Arts Program Requirements**

Students will be admitted into one of the following concentrations:

- Design (60 hours of study) Students in Design should select one of the following focus areas: Costume Design, Lighting Design, or Scenic Design
- Directing (60 hours of study)

The following courses are required:

- THE 501 during each semester of study

- THE 491 and 492
- 9 additional hours of history, literature, or criticism/theory
- 3 hours of college teaching, or equivalent experience

Course selection and plans of study will guide a majority of coursework completed in the student's studio area. A maximum of one year may be taken in an off-campus internship program.

All master's degree programs require a minimum of 50 percent of the non-thesis credit hours applied to the degree to be 400-level courses or above.

### **Academic Advisors**

An advisory committee will be assigned upon admission. The School Director, in consultation with the student and faculty whom the Director deems appropriate, will select the candidate's portfolio committee. The portfolio committee chair must come from the student's studio area.

### **Transfer Credit**

A student who does not have an earned master's degree usually may present no more than six semester hours of credit from another college or university for use in meeting the requirements of the M.F.A. degree. However, a student may present all earned hours from an M.A./M.S. program in Theatre Studies at Illinois State University for use in meeting these requirements.

The total hours required for a student with an earned master's degree will be based on an evaluation of the student's portfolio and academic record. However, the final determination will not be made until the student has completed a minimum of six semester hours in his/her major area of emphasis. The student's M.F.A. committee will supervise all evaluations. Refer to M.F.A. Transfer Credit in the Fields of Study and Degrees Granted section.

A minimum of 32 hours must be taken at Illinois State University.

### **Residency Requirement**

A student without an earned master's degree must complete a residency requirement of at least four semesters with at least two of them being full-time, consecutive semesters. A student with an earned master's degree must complete a residency requirement of at least two full-time, consecutive semesters. Summer session may be counted toward the two consecutive semester requirement.

### **The M.F.A. Portfolio**

Each semester of enrollment the M.F.A. candidate will enroll in THD 501, M.F.A. Portfolio, for one hour credit. The portfolio is the backbone of the Master of Fine Arts program. It is designed to ensure the regular and systematic evaluation of the student's progress. The portfolio is a collection of materials, including examples of the student's work where appropriate, reviews, evaluations and other artifacts, which may record or characterize the student's experience in the program. The portfolio also contains the student's responses to evaluations as well as statements from the Portfolio Committee which provide direction for the student's future work in the program.

The student must have a portfolio evaluation for each full semester he or she is in the program. The written results of that evaluation are included in the portfolio. The portfolio provides a cumulative record of the student's progress which is carried over from semester to semester.

Finally, the portfolio, with its record of the student's activities in the program, provides the major objective basis for awarding the degree. Although the student may engage in major creative projects during his or her program, the portfolio stands in lieu of the traditional thesis or creative thesis project which is the culminating experience in many programs.

**Qualifying/Comprehensive Examination:** A qualifying examination is required prior to the exit portfolio presentation. It may be comprehensive to the extent that it examines the candidate's knowledge of the discipline of theatre; it may include graduate work the student is presenting for the degree; and it may include demonstration of proficiency. The examination will be conducted by the student's M.F.A. Portfolio Committee. The student may request that other faculty members with whom he/she has taken course work participate in the qualifying examination.

**Final Portfolio Review and Exit Interview:** To be eligible for the exit portfolio presentation, the student must (1) present a grade average of B or better with not more than six (6) hours of a grade of C; (2) have completed (or will complete in the current semester) two semesters of full-time resident study; (3) have a degree audit on file with the Graduate School; (4) have passed a qualifying examination; and (5) pass a final portfolio review and exit to be conducted by his/her M.F.A. Committee. The format of this review and exit will be determined by the M.F.A. Committee, who will, when the work is deemed satisfactory, recommend the student to the appropriate studio area for graduation. At least one

week before the Graduate School graduation notification deadline, the School Graduate Faculty will meet to hear the studio area's recommendations. Once the Graduate Faculty has approved the student's graduation, the student will be recommended to the Graduate School for the granting of the degree.

Students should consult with their M.F.A. Portfolio Committees and the School Graduate Advisor for details and the calendar of the final portfolio review and exit. While no student is guaranteed graduation, those whose work is deemed unsatisfactory may be presented opportunities for remediation by their Portfolio Committees.

### **Dance Courses:**

[coursefinder.illinoisstate.edu/directory/dan/](http://coursefinder.illinoisstate.edu/directory/dan/)

### **Theatre Courses:**

[coursefinder.illinoisstate.edu/directory/the/](http://coursefinder.illinoisstate.edu/directory/the/)

### **All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)

## **Mennonite College of Nursing – Curriculum**

**Dean:** Judy Neubrandner

**Associate Dean for Research:** Mary Dyck

**Associate Dean for Academic Support:** Janeen  
Mollenhauer

**Associate Dean of Academics:** Denise Wilson

**312 Edwards Hall, (309) 438-7400  
Nursing.IllinoisState.edu**

### **Programs Offered**

M.S. in Nursing with sequences in Family Nurse Practitioner and Nursing Systems Administration; Doctor of Nursing Practice (D.N.P.), Ph.D. in Nursing, Post-Master's Family Nurse Practitioner Certificate, and School Nurse Graduate Certificate.

### **Accreditation**

The Master of Science in Nursing program and the Doctor of Nursing Practice program are fully accredited by the Commission on Collegiate Nursing Education (CCNE), One Dupont Circle, NW Suite 530, Washington, D.C. 20036; (202) 887-6791.

## *Nursing*

### **Master of Science in Nursing**

The Master of Science in Nursing is distributed among core, support, and nursing specialty courses. 36-44 semester hour program (depending on sequence chosen).

All students must successfully complete a synthesis project within identified Capstone courses in each sequence. NUR 477 is the capstone course identified for the Family Nurse Practitioner sequence, NUR 483 is the Capstone course identified for the Nursing Systems Administration sequence. Those students interested in research and doctoral study may choose to complete a thesis that would result in additional degree hours.

The master's program is developed based on nationally recognized standards for graduate education in nursing. All courses applied toward the degree must be completed at the 400 level or above. In order to maintain clinical proficiency, students who have completed the final practicum course for their enrolled sequence but who do not meet the requirements for graduation must enroll in ongoing practicum independent study (NUR 400) until graduation. A contract outlining the specific requirements for the Independent Study will be developed between the Graduate Program Coordinator and the student.

Mennonite College of Nursing requires that any student receiving a grade of C or below in graduate coursework must repeat the course. Multiple enrollments allowed for a maximum of 3 semester hours.

### **Family Nurse Practitioner (FNP) Sequence**

This 44 hour blended curriculum sequence requires:

- 12 hour core: NUR 401, 403, 405, and 407
- 9 hours of support courses: NUR 431, 433, and 437
- 23 hours of specialty courses: NUR 471, 473, 475, and 477; the 5 family nurse practitioner courses (NUR 431, 471, 473, 475, and 477) must be taken in sequential order and in consecutive academic terms

Graduates of the program will be eligible to take the certification exam for Family Nurse Practitioners offered through the American Nurses Credentialing Center (ANCC) and the American Association of Nurse Practitioners (AANP).

### **Nursing Systems Administration (NSA) Sequence**

This 36 hour fully online sequence requires:

- NUR 401, 405, 407, 425, 451, 453, 483, 509, 511, 562 and 565

### **Doctor of Nursing Practice (D.N.P.)**

The doctor of nursing practice (DNP) program consists of 34 semester hours beyond the master's degree. The DNP program is based on national expectations and competencies for graduates of DNP programs as stated by the American Association of Colleges of Nursing. All courses applied to the degree must be completed at the graduate level. Mennonite College of Nursing requires that any student receiving a grade of C or below in graduate coursework must repeat the course. Multiple enrollments allowed for a maximum of 3 semester hours.

The program is designed so that a student with a master's of science in nursing degree will be able to complete the D.N.P. degree in seven (7) semesters of study. Prerequisites to the post-master's DNP curriculum include a graduate level epidemiology course, a master's level statistics course, and 640 post-BSN clinical hours. Students who do not meet the prerequisite post-BSN clinical hours will be required to register for NUR 560 Advanced Nursing Practice Experience.

All applicants will be evaluated individually based on prior educational work as well as current experience and their programs of study will be designed to include additional coursework, if necessary, to position them to achieve the educational objectives of the curriculum.

### **DNP Program Requirements**

This 34 hour fully online program requires:

- 18 hour core: NUR 451, 509, 511, 562, 564, 565
- 3 hours applied data analysis and management: NUR 535
- 6 hour clinical residency: an in-depth clinical experience emphasizing DNP role development and expansion of clinical expertise: NUR 550, 552, 554
- 7 hour scholarly project: NUR 543, 545, 547
- a minimum of 1,000 clinical hours post-baccalaureate degree

### **Doctor of Philosophy in Nursing (Ph.D.)**

The Doctor of Philosophy in Nursing program is a blended curriculum consisting of 66 semester hours beyond the master's degree. The doctor of philosophy degree prepares nurse researchers to serve the public health by designing and conducting research on relevant clinical, educational, health systems and/or health policy topics.

#### **Program Requirements**

This 66 hour blended curriculum degree requires:

- 27 hour core: NUR 502, 503, 504, 505, 506, 507, 511, 513, 515, 530
- 6 hours research practica: NUR 523, 526
- 9 hours statistics and measurement: NUR 540, 541, 544
- 9 hours: elective courses
- 15 dissertation hours: All students must successfully complete a dissertation comprised of original research.

The Illinois State University residency requirement will be followed and may be fulfilled in the following ways:

- Students must complete at least two full-time terms.
- The options for completing this residency include: two consecutive semesters with at least nine hours of coursework or one semester with at least nine hours of coursework and a consecutive summer term over a time period of at least eight weeks with six hours of coursework, or two consecutive summer terms with six hours of coursework each semester.

Mennonite College of Nursing requires that any student receiving a grade of C or below in graduate coursework must repeat the course. Multiple enrollments allowed for a maximum of 3 semester hours.

### **Non-Degree Graduate-Level Certificates**

#### **Post-Master's Family Nurse Practitioner Certificate**

Coursework for the Family Nurse Practitioner (FNP) post-master's certificate is determined for each student following an assessment of the applicant's graduate nursing education transcript. Candidates for the post-master's FNP certificate are required to complete a minimum of 26 credits in Mennonite College of Nursing at Illinois State University, including NUR 431 and 23 hours of specialty courses in the FNP sequence.

#### **School Nurse Graduate Certificate**

The School Nurse Graduate Certificate program is a fully online 10 credit hour certificate that meets the Illinois State Board of Education certified Professional Educator License (PEL) and certified school nurses requirements. The certificate will be a full-cost recovery, post baccalaureate program open to school nurses with an unencumbered Illinois Registered Nurse license and 2 years of relevant nursing experience. Theory courses will be offered in the summer followed by a 3 credit hour clinical practicum during the fall semester. 10 total hours are required to complete this graduate certificate.

3.00 GPA or above is required to graduate with this graduate certificate

Required courses (10 hours): NUR 416, 417, 418

#### **Nursing Courses:**

[coursefinder.illinoisstate.edu/directory/nur/](http://coursefinder.illinoisstate.edu/directory/nur/)

#### **All Courses:**

[coursefinder.illinoisstate.edu/directory/](http://coursefinder.illinoisstate.edu/directory/)